



01/20/2011

ELIZABETH JOHNSON
DISTRICT MANAGER
MISSISSIPPI PFC

SUBJECT: Authority to Conduct Investigation

I request your authorization to investigate a possible change in postal services for the office in the 2nd congressional district.

Post Office Name:	SCOTT
Zip+4 Code:	38772-9998
EAS Level:	11
Finance Number:	277280
County:	Bolivar
Proposed Admin Office:	BENOIT
ADMIN Miles Away:	6.0
Near Office Name:	BENOIT
Near Miles Away:	6.0
Number of Customers:	
Post Office Box:	96
General Delivery:	0
Rural Route (RR):	0
Highway Contract Route (HCR):	0
Intermediate RR:	0
Intermediate HCR:	0
City Delivery:	0
Total Customers:	96
ZIP Code Change:	Yes <input type="checkbox"/> NO <input checked="" type="checkbox"/> ZIP Code
Maintain Town Name:	Yes <input checked="" type="checkbox"/> NO <input type="checkbox"/>

The above office became vacant when the postmaster retired on 04/30/2010.

To streamline operations to create efficiencies and cost savings to balance the Postal Service's business needs against the needs of its customers. The Benoit Post Office is approximately six miles from this facility and could meet the postal needs of customers in this community and can provide an equal or better level of service.

DANA AMOS
Manager, Post Office Operations

Approval to Study for Discontinuance:

ELIZABETH JOHNSON
DISTRICT MANAGER
MISSISSIPPI PFC

01/20/2011

DATE

cc: Area Manager, Public Affairs and Communication



NOTICE OF POST OFFICE EMERGENCY SUSPENSION

A. Office

Name: SCOTT State: MS Zip Code: 38772
Area: SOUTHEAST District: MISSISSIPPI PFC
Congressional District: 2nd County: Bolivar
EAS Grade: 11 Finance Number: 277280
Post Office: ☒ Classified Station ☐ Classified Branch ☐ CPO ☐

• There was no Emergency Suspension for this office

Prepared by: Linda Cassidy
Title: MISSISSIPPI PFC Post Office Review Coordinator
Tele No: (601) 351-7311

Date: 01/26/2011
Fax No: (601) 351-7576



NOTICE TO CUSTOMERS/DISTRICT PERSONNEL OF SUSPENSION

A. Office

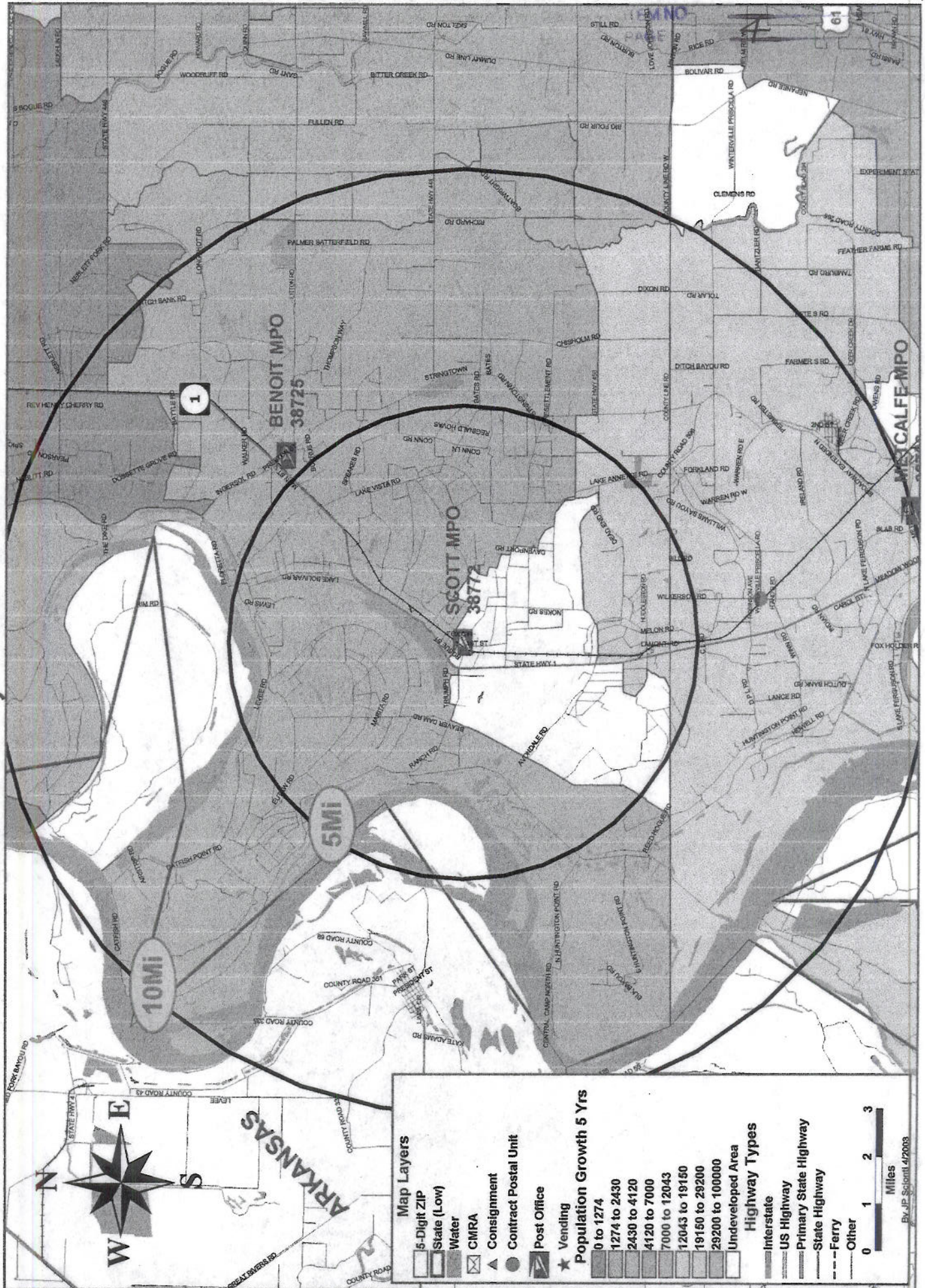
Name: SCOTT State: MS Zip Code: 38772
Area: SOUTHEAST District: MISSISSIPPI PFC
Congressional District: 2nd County: Bolivar
EAS Grade: 11 Finance Number: 277280
Post Office: ☐ Classified Station ☐ Classified Branch ☐ CPO ☐

There was no Emergency Suspension for this office

Prepared by: Linda Cassidy
Title: MISSISSIPPI PFC Post Office Review Coordinator
Tele No: (601) 351-7311

Date: 01/26/2011
Fax No: (601) 351-7576

SCOTT, MS 38772





Eviction Notice

A. Office

Name: SCOTT State: MS Zip Code: 38772
Area: SOUTHWEST District: MISSISSIPPI PFC
Congressional District: 2nd County: Bolivar
EAS Grade: 11 Finance Number: 277280
Post Office: ☒ Classified Station ☐ Classified Branch ☐ CPO ☐

There was no eviction notice for this office

Prepared by: Linda Cassidy
Title: MISSISSIPPI PFC Post Office Review Coordinator
Tele No: (601) 351-7311

Date: 08/04/2011
Fax No: (601) 351-7576



Building Inspection Report

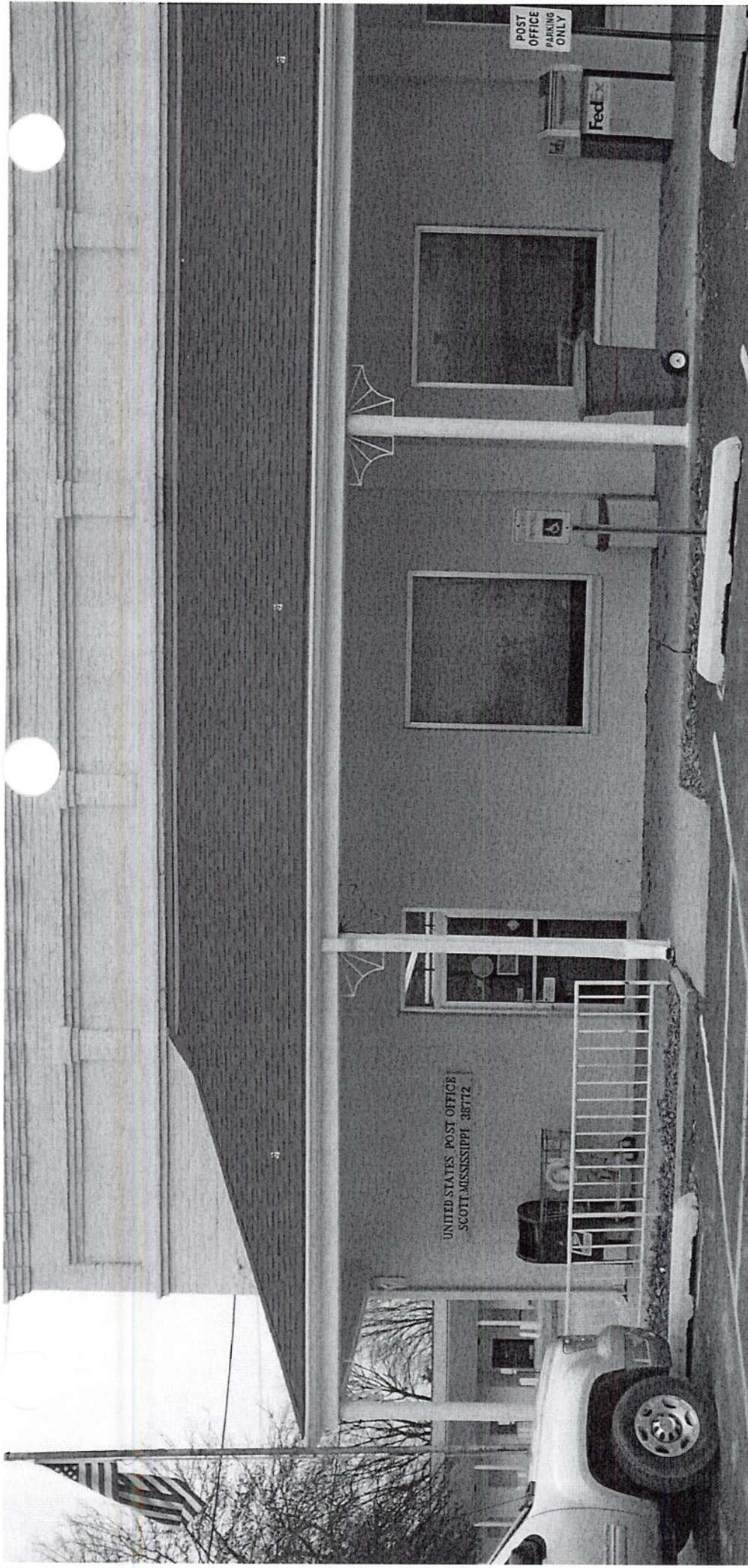
A. Office

Name: SCOTT State: MS Zip Code: 38772
Area: SOUTHWEST District: MISSISSIPPI PFC
Congressional District: 2nd County: Bolivar
EAS Grade: 11 Finance Number: 277280
Post Office: ☒ Classified Station ☐ Classified Branch ☐ CPO ☐

• There was no building inspection report nor photos for this office

Prepared by: Linda Cassidy
Title: MISSISSIPPI PFC Post Office Review Coordinator
Tele No: (601) 351-7311

Date: 08/04/2011
Fax No: (601) 351-7576



POST
OFFICE
PARKING
ONLY

Fed

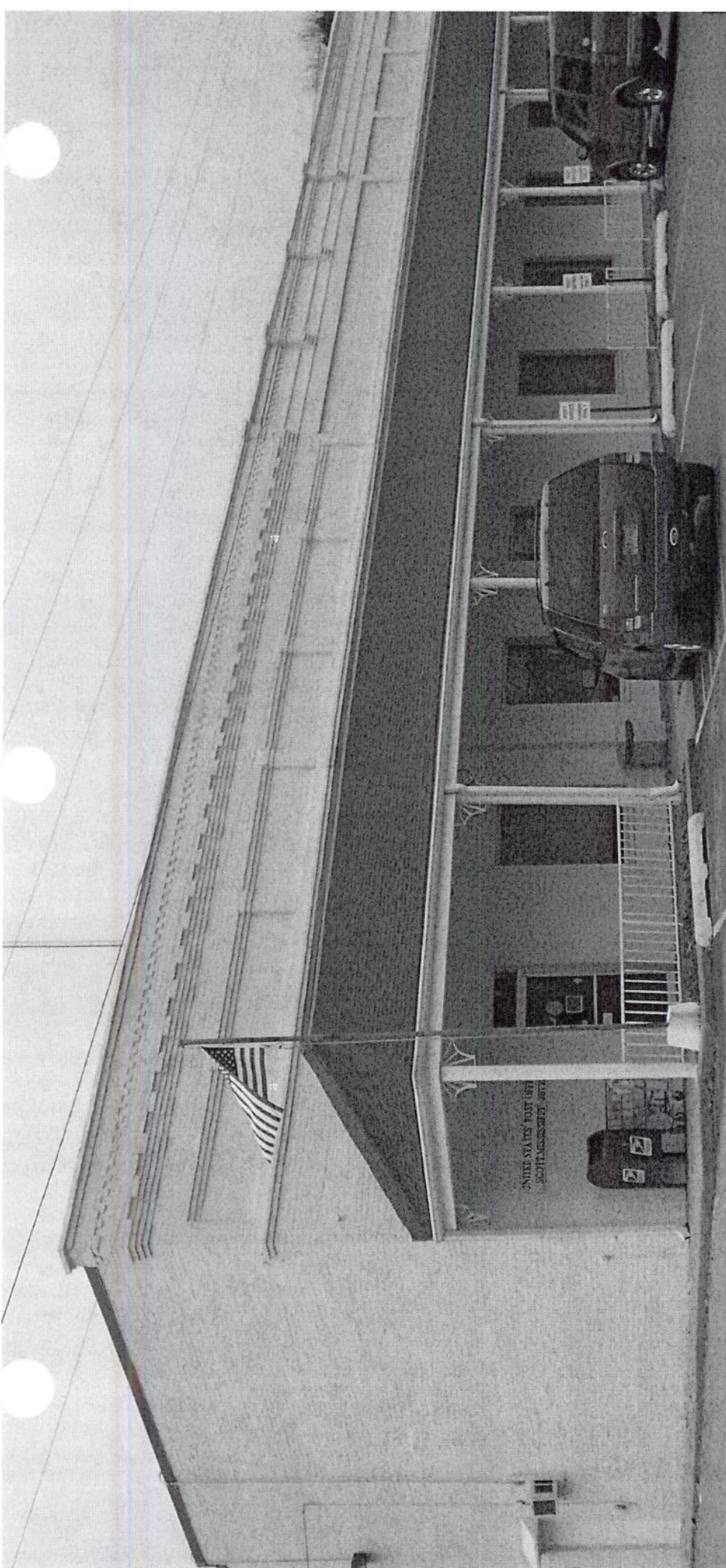
UNITED STATES POST OFFICE
SCOTT, MISSISSIPPI 38772

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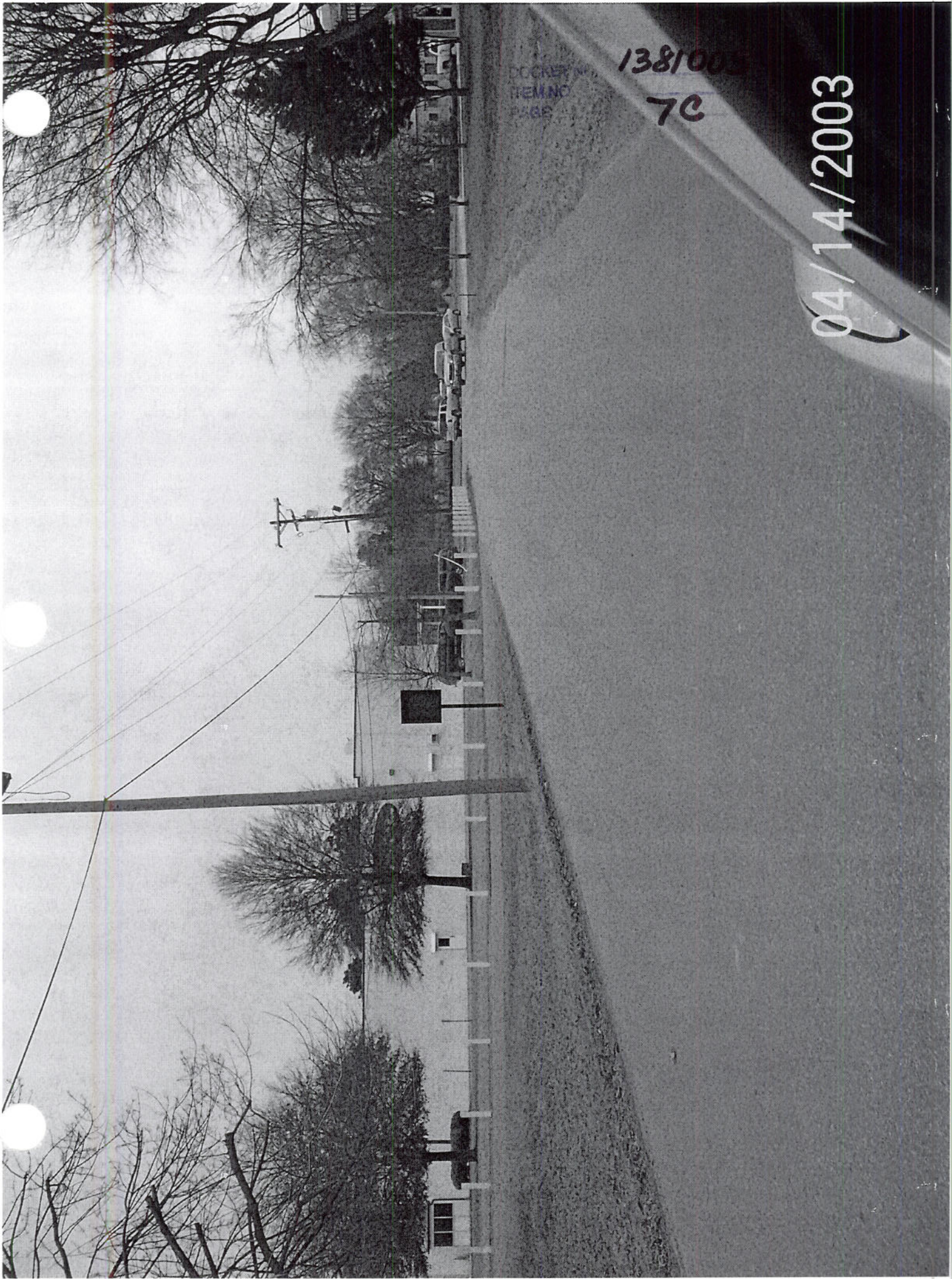
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EXPLORER

UNITED STATES
UNITED STATES
POSTAL SERVICE

PS Form 150, Postmaster Workload Information

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Post Office, State & Zip Code SCOTT, MS 38772		Postmaster's Signature V7MCN0	Date 02/04/2011
District Office, State & Zip Code MISSISSIPPI PFC, MS 39213		District Manager's Signature KJMFNP	Date 02/04/2011
(Check Box) <input checked="" type="checkbox"/> Vacancy <input type="checkbox"/> Management Review <input type="checkbox"/> RFR		See Instructions on Reverse	
1.	Current Office Level		11
2.	Finance Number	(1-6)	277280
3.	General Delivery Families Served	(7-9)	0
4.	Post Office Boxes/Call Boxes Rented	(10-15)	96
5.	Possible City Deliveries	(16-20)	0
6.	Administrative Rural Boxes Served	(21-25)	0
7.	Intermediate Rural Boxes Served	(26-30)	0
8.	Administrative Responsibility form Intermediate Rural Boxes for Other Offices	(31-35)	0
9.	Administrative Highway Contract/Star Route Boxes Served	(36-39)	0
10.	Intermediate Highway Contract/Star Route Boxes Served	(40-43)	0
11.	Administrative Responsibility for Intermediate Highway Contract/Star Route Boxes for Other Offices	(44-47)	0
12.	Number of Carrier Stations/Branches	(48-49)	0
13.	Number of Finance Stations/Branches	(50-51)	0
14.	Number of Contract Stations/Branches & Community Post Offices	(52-53)	0
15a.	Does Office Experience A Seasonal Workload? (box one "Y" of yes, "N" for no) (If you answer "yes" of this question, complete 'Seasonal Workload' section on reverse.)	(54)	N
15b.	Duration of Experience A Seasonal Workload? (minimum of 8 weeks)	(55-56)	
16.	Does Office Perform Outgoing Distribution for Other Offices?	(57)	N
17.	Does Office Perform Incoming Distribution for Other Offices?	(58)	N
18.	Does Office Perform Incoming Secondary Distribution for Other Offices?	(59)	N
19.	Do You Separate All Incoming Letter Size Mail to City & Rural Carrier Routes for Your Own Office?	(60)	N
20.	Do You Separate All Incoming Flat Size Mail to City & Rural Carrier Routes for Your Own Office?	(61)	N
21.	Do You Have Responsibility for Vehicle Maintenance Facilities?	(62)	N
22.	Does Your Office Have Administrative Responsibility for an Air Transfer Office?	(63)	N
23.	Is Postmaster Lessor for Government Owned Building?	(64)	N
24.	Does Office Have MPLSM/SPLSM?	(65)	N
25.	Does Office Distribute Food Stamps?	(65)	N

Worksheet for calculating Workload Service Credit (WSC) for Post Offices

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Worksheet for calculating Workload Service Credit (WSC) for Post Offices

Office Name: SCOTT
 Office Zip+4: 38772 -9998 District: MISSISSIPPI PFC

Activity WSCs

General Delivery Families Served (Item 3, PS Form 150)	<u>0</u>	X 1.0	=	<u>0</u>
Post Office Boxes/Call Boxes Rented (Item 4, PS Form 150)	<u>96</u>	X 1.0	=	<u>96</u>
Possible City Deliveries (Item 5, PS Form 150)	<u>0</u>	X 1.33	=	<u>0</u>
Administrative Rural Boxes Served (Item 6, PS Form 150)	<u>0</u>	X 1.0	=	<u>0</u>
Intermediate Rural Boxes Served (Item 7, PS Form 150)	<u>0</u>	X 0.7	=	<u>0</u>
Administrative Responsibility for Intermediate Rural Boxes for Other Offices (Item 8, PS Form 150)	<u>0</u>	X 0.3	=	<u>0</u>
..				
Administrative Highway Contract/Star Route Boxes Served (Item 9, PS Form 150)	<u>0</u>	X 1.0	=	<u>0</u>
..				
Intermediate Highway Contract/Star Route Boxes Served (Item 10, PS Form 150)	<u>0</u>	X 0.7	=	<u>0</u>
..				
Administrative Responsibility for Intermediate Highway Contract/Star Route Boxes for Other Offices (Item 11, PS Form 150)	<u>0</u>	X 0.3	=	<u>0</u>
Total Activity WSCs				<u>96</u>

Revenue WSCs

First	25 revenue units: 1.00	X <u>25</u> units	=	<u>25.00</u>
Next	275 revenue units: 0.50	X <u>13</u> units	=	<u>6.50</u>
Next	700 revenue units: 0.25	X <u>0</u> units	=	<u>0.00</u>
Next	5000 revenue units: 0.10	X <u>0</u> units	=	<u>0.00</u>
	Balance of revenue units: 0.01	X <u>0</u> units	=	<u>0.00</u>
Total revenue WSCs:				<u>31.50</u>

Activity WSCs 96 + Revenue WSCs = 31.50 Base WSCs 127.50 = EAS Grade E

Previous evaluation: EAS grade 11

Effective date of change in service hours: _____ (if appropriate)
 (when a vacancy exists, hours must reflect the appropriate EAS grade)

Worksheet completed by:

LINDA CASSIDY

LINDA.T.CASSIDY@USPS.GOV

Printed Name

Signature

MISSISSIPPI PFC District Review Coordinator

02/23/2011

Title

Date

Window Transaction Survey

TERESA CASSIDY

Completed By:

38772 - 9998

ZIP+4:

SCOTT

PO Name:

02/14/2011

02/01/2011	through
------------	---------

Record the number of retail window transactions in the appropriate columns for each day. Consider a sale of stamps as one transaction. A sale of stamps and a money order is two transactions. Do not record the handing out over the counter of box mail, general delivery mail, or carrier mail. Instead of this worksheet, you may use PS Form 2007-A, Window Transaction Record; PS Form 2007-B, Window Transaction Conversion; and PS Form 2007-C, Window Transaction Survey. Use hash marks (*///*) for daily entries in the columns. To obtain the average daily number of transactions, divide the total number of transactions during the survey period by the number of days in the survey. The allowable time per transaction is shown in each column in minutes. To determine the average daily workload in minutes, multiply the number of transactions in each column by the time conversion for that column, total the time conversions for all columns, and divide the total number of minutes by the number of days in the survey period.

Day/Date	Postage Sales (.777)	Priority Parcels Money Orders (1.083)	Express Registered C.O.D (1.969)	Passports Meter Settings (5.06)	Box Rent (2.875)	Certified Insured Special Service (1.792)	Misc. Services (1.787)	Nonrevenue Services (1.787)
Tue - 02/01	12	5	0	0	0	0	0	10
Wed - 02/02	5	4	0	0	0	0	0	10
Thu - 02/03	0	0	0	0	0	0	0	0
Fri - 02/04	8	8	0	0	0	0	0	10
Sat - 02/05	0	0	0	0	0	0	0	0
Sun - 02/06	0	0	0	0	0	0	0	0
Mon - 02/07	10	11	0	0	0	1	0	10
Tue - 02/08	3	0	0	0	0	1	0	8
Wed - 02/09	4	2	0	0	0	0	0	25
Thu - 02/10	4	0	0	0	1	0	0	10
Fri - 02/11	11	7	0	0	0	0	0	31
Sat - 02/12	0	0	0	0	0	0	0	0
Sun - 02/13	0	0	0	0	0	0	0	0
Mon - 02/14	0	0	0	0	0	0	0	0
TOTALS	57	37	0	0	1	2	0	114
Time Factor	X .777	X 1.083	X 1.969	X 5.06	X 2.875	X 1.792	X 1.787	X 1.188
Daily Average	5.5	5.0	0.0	0.0	0.4	0.4	0.0	16.9
Average Number Daily Transactions:								
26.4				Average Daily Retail Workload in Minutes:				
28.2								

02/01/2011

OIC/POSTMASTER

SUBJECT: SCOTT Post Office

As you are aware, the Postal Service is evaluating a possible change in how postal services are provided to SCOTT customers.

Please conduct the following surveys: Window Transaction Survey, Survey of Incoming Mail, and Survey of Dispatched Mail at the SCOTT Post Office for a 2-week period. The surveys should begin 02/01/2011 and end on 02/14/2011. Please complete the enclosed forms as accurately as possible.

All forms should be completed by 02/15/2011. The completed forms may become part of an official and public record.

Thank you for your assistance. If you have any questions, please contact LINDA CASSIDY, Post Office Review Coordinator, at (601) 351-7311.

LINDA CASSIDY

Post Office Review Coordinator

cc: Official Record

Links: Window Transaction Survey - http://hqcsopps/po_dis/win/in_survey.cfm?fin=1381005

Survey of Incoming Mail - http://hqcsopps/po_dis/invol/in_survey.cfm?fin=1381005

Survey of Dispatched Mail - http://hqcsopps/po_dis/outvol/in_survey.cfm?fin=1381005

Survey of Incoming Mail

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Survey of Incoming Mail
(Record in Pieces)

Post Office Name and Zip+4

SCOTT 38772 - 9998

Dates Recorded

02/01/2011 through 02/14/2011

Date	Letters		Flats		Parcels		Other	
	First Class	Standard	First Class	Standard	Priority	Standard		
Tue - 02/01	302	152	57	19	0	12	0	0
Wed - 02/02	265	209	57	115	0	5	0	0
Thu - 02/03	208	152	77	38	0	3	0	0
Fri - 02/04	397	144	238	38	0	3	0	0
Sat - 02/05	284	114	67	19	3	3	0	0
Sun - 02/06	0	0	0	0	0	0	0	0
Mon - 02/07	302	57	32	19	0	1	0	0
Tue - 02/08	204	57	7	2	1	2	0	0
Wed - 02/09	182	76	30	0	2	2	0	0
Thu - 02/10	105	38	2	103	0	1	0	0
Fri - 02/11	243	132	24	14	4	8	0	0
Sat - 02/12	0	0	0	0	0	0	0	0
Sun - 02/13	0	0	0	0	0	0	0	0
Mon - 02/14	0	0	0	0	0	0	0	0
TOTALS	2,492	1,131	591	367	10	40	0	0
Daily Average	249.2	113.1	59.1	36.7	1.0	4.0	0.0	0.0

Signature of Person Making Count:

TERESA CASSIDY

Printed Name:

LINDA.T.CASSIDY@USPS.GOV

Date:

02/28/11

Conversion Rate

Letter Type	Total Pieces Per Foot	Flat Type	Total Pieces Per Foot
Manual Letters	227	Manual Flats	115
Automated Letters	215	Automated Flats	115
Sequenced Letters	2227	Sequenced Flats	115

Conversion rates are subject to periodic updates which will be published and disseminated when applicable.

Survey of Dispatched Mail

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Survey of Dispatched Mail
(Record in Pieces)

Post Office Name and Zip+4

SCOTT 38772 - 9998

Dates Recorded

02/01/2011 through 02/14/2011

Date	Letters		Flats		Parcels		Other	
	First Class	Standard	First Class	Standard	Priority	Standard		
Tue - 02/01	0	0	0	0	0	0	0	0
Wed - 02/02	0	0	0	0	0	0	0	0
Thu - 02/03	0	0	0	0	0	0	0	0
Fri - 02/04	0	0	0	0	0	0	0	0
Sat - 02/05	283	57	7	12	3	4	0	0
Sun - 02/06	0	0	0	0	0	0	0	0
Mon - 02/07	298	21	8	3	1	8	1	0
Tue - 02/08	138	95	19	38	0	5	2	0
Wed - 02/09	667	20	63	35	0	6	1	0
Thu - 02/10	207	132	11	18	0	5	0	0
Fri - 02/11	204	17	18	2	1	2	0	0
Sat - 02/12	0	0	0	0	0	0	0	0
Sun - 02/13	0	0	0	0	0	0	0	0
Mon - 02/14	0	0	0	0	0	0	0	0
TOTALS	1,797	342	126	108	10	30	4	0
Daily Average	299.5	57.0	21.0	18.0	1.7	5.0	0.7	0.0

Signature of Person Making Count:

TERESA CASSIDY

Printed Name:

LINDA.T.CASSIDY@USPS.GOV

Date:

02/28/11

02/10/2011

OIC/POSTMASTER

SUBJECT: SCOTT Post Office

Please provide the names and addresses of businesses, religious institutions, civic organizations, and local government offices, and schools that are served by the SCOTT Post Office. The list of businesses should include small, part-time and in-home businesses, as well as public institutions, such as schools, police departments, etc; religious institutions and businesses physically located outside the community that use retail services on a routine basis at the SCOTT Post Office. Also, please provide the total number of permit mailers and postage meter customers. Indicate in the space below the total number of Post Office box, general, and street delivery customers served by the office. Return all documents to LINDA CASSIDY by 02/24/2011. This information will be entered into the official record for public viewing.

Post Office Box	<u>96</u>
General Delivery	<u>0</u>
Rural Route (RR)	<u>0</u>
Highway Contract Route (HCR)	<u>0</u>
Intermediate RR	<u>0</u>
Intermediate HCR	<u>0</u>
City Delivery	<u>0</u>
Total Customers	<u>96</u>

If you have any comments on alternate means of providing services to the SCOTT customers, please provide them below:

This office provides services for many elderly customers in the community. A route would be efficient for these customers.

LINDA CASSIDY
Post Office Review Coordinator

Comments:

cc: Official Record

02/09/2011

SUBJECT: Possible Discontinuance of Post Office

The Postal Service is currently conducting an investigation concerning the possible discontinuance of the SCOTT Post Office, 38772 - 9998, located in Bolivar County. Please search your records for any recent reports of mail theft or vandalism in the area.

Please enter your findings in the yellow blocks below. Once complete please click submit. You can print from above. Signatures are captured electronically.

Thank you for your assistance in this matter

LINDA CASSIDY
Post Office Review Coordinator
MISSISSIPPI PFC

NBR records of mail theft or vandalism: 1

Comments/Findings:

cc: Official Record

Post Office Survey Sheet

Post Office Name	<u>SCOTT</u>	ZIP+4	<u>38772-9998</u>
Congressional District	<u>2nd</u>	Date	<u>04/13/2011</u>

1. List specific information about the facility, such as structural defects, safety hazards, lack of running water or restrooms (if so, where restrooms are available), security, and other deficiencies or factors to consider.

The building is in good condition and does not have any obvious defects or deficiencies.

2. Is the facility accessible to persons with disabilities? ☒ Yes ☐ No

3. Lease terms? 30-day cancellation clause? No expiration date in FSO, there is a 30 day cancellation clause.

4. Are suitable alternate quarters available for an independent Post Office? If so, where?
No

5. List potential CPO sites.

None in reaasonable proximity.

6. Are there any postage meter customers or permit mailers? ☒ Yes ☐ No

If yes, please identify them by name and address.

Postage Meter Customer - Monsanto, PO Box 157 Scott, Ms. 38772-0157 No permit mailers

7. Which career and noncareer employees will be affected and what accommodations will be made for them?

Postmaster position is vacant. Only affecte employee will be noncareer PMR

8. How is mail received and dispatched at the office and at what times? How will this be affected by discontinuance? Will a collection box be retained? Will a locked pouch be utilized?

1 AM dispatch arrives at 0615. 1 PM dispatch departs at 17:20. Mail will travel on same transportation from next nearest Post Office. No collection box will be retained and no locked pouch will be used.

How many Post Office boxes are installed? 207

How many Post Office boxes are used? 96

What are the window service hours? 8:15 to 12:30, 1:00 to 3:45 M-F

7:30 to 9:45 S

What are the lobby hours? 8:00 to 3:30 M-F

7:30 to 9:45 S

9. Have there been recent cases of mail theft or vandalism reported to the postmaster/OIC? Explain.

One recorded by the inspection service. No date given.

Post Office Survey Sheet(continued)

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10.	What equipment in the Post Office is not owned by the Postal Service (e.g., Post Office Boxes, furniture, safe)? Building is owned by Monsanto but all equipment is Postal owned.
11.	List potential CBU/parcel lockers sites and distances from present Post Office site. Building is owned by Monsanto which is largest area employer and they may be willing to provide a site for a CBU/Parcel Locker
12.	Are there any special customer needs? (People who cannot read or write, who cannot drive, who have infirmities or physical handicaps, etc.) How can these people be accommodated? None that have been identified at this time.
13.	<p>Rural delivery/HCR delivery.</p> <p>a. What is current evaluation? NA</p> <p>b. Will this change result in the route being overburdened? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If so, what accommodations will be made to adjust the route?</p> <p>c. How many boxes and miles will be added to the route? 0, box 0.00 Miles</p> <p>d. What would be the additional annual expense if the route is increased? 0</p> <p>e. What is the one-time cost of CBU/parcel locker installation (id appropriate)? 0</p> <p>f. At what time of the day does the carrier begin delivery to the community?</p> <p>Will this delivery time be affected if the office is discontinued? (Y or N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If so, how? 0</p>
14.	Are the Post Office box fees at the facility that will provide alternative service different from those at the office to be discontinued? If so, how (Cost)? <input type="checkbox"/> More <input checked="" type="checkbox"/> Same <input type="checkbox"/> Less

Community Survey Sheet

Community Survey Sheet

Post Office Name	<u>SCOTT</u>	ZIP+4	<u>38772-9998</u>
Congressional District	<u>2nd</u>	Date	<u>08/04/2011</u>

1. Incorporated? ☐ Yes ☒ No
Local government provided by: Washington County
Police protection provided by: Washington County Sheriff Department
Fire protection provided by: Scott Volunteer Fire Department
School location: Washington County School District
2. What population growth is expected? (Please document your source)
Facility Planning 2010 Dataset Zip Code Demographic Report projects a -.67% annual population growth.
3. What residential, commercial, or business growth is expected? (Please document your source)
There is no new construction or potential new businesses in the area. The department of economic Affairs projects continued declines in jobs and earning potential in the Mississippi Delta in general. There are 57 households with a total population of 169.
History. (Are there any special historical events related to the community?
Are there any special community events to consider?
4. Is the Post Office facility a state or national historic landmark (see ASM 515.23)?
Check with the field real estate office when verification is needed.)
NO special events or historical sites that the PMR or OIC are aware of
5. What is the geographic/economic make-up of the community (e.g., retirees, commuters, self-employed, farmers)?
Farmers, Commuters, and Retirees. Most jobs in area were provided by the Monsanto Corporation but they are now a R& D site and very few jobs are left
6. Which nonpostal services are provided by the Post Office (e.g., public bulletin board, school bus stop, community meeting location, voting place, government form distribution center.
Do employees of the office offer assistance to senior citizens and handicapped)?
What provisions can be made for these services if the Post Office is discontinued?
none

Highway Contract Route Cost Analysis Form

Highway Contract Route Estimated Cost for Alternative Service

Office Name: SCOTT
Office Zip+4: 38772 -9998 District: MISSISSIPPI PFC

1. Enter the number of additional
boxes to be added to the route 0 x 3.64 hours per year 0.00

2. Enter the number of additional
miles to be added to the route 0.00 x 10.40 hours per year 0.00

Total time added to the route 0.00

3. Enter the HCR hourly rate
(Contact Area Manager, Purchasing/Contracting
Officer) 0.00

Total additional compensation (HCR hourly rate x total time added to the route) 0.00

Rural Route Cost Analysis Form

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Rural Route Carrier Estimated Cost for Alternative Replacement Service

Office Name: SCOTT
Office Zip+4: 38772 -9998 District: MISSISSIPPI PFC

- | | | | | |
|----|---|-------------|-----------------------|-------------|
| 1. | Enter the number of additional boxes to be added to the rural route | <u>0</u> | | |
| 2. | Enter the number of additional miles to be added to the route | <u>0.00</u> | | |
| | Enter the volume factor | <u>0.00</u> | | |
| | Total (additional boxes x volume factor) | | | <u>0.00</u> |
| 3. | Enter the number of additional boxes to be added to the rural route | <u>0</u> | | |
| | Centralized boxes | <u>0.00</u> | x 1.00 Min | <u>0.00</u> |
| | Regular L route boxes | <u>0.00</u> | x 1.82 Min | <u>0.00</u> |
| | Regular Non-L route boxes | <u>0.00</u> | x 2.00 Min | <u>0.00</u> |
| | Total additional box allowance | | | <u>0.00</u> |
| 4. | Enter the number of additional daily miles to be added to the rural route | <u>0.00</u> | x 12 Mileage Standard | <u>0.00</u> |
| | Total additional minutes per week
(miles carried to two decimal places) | | | <u>0.00</u> |
| 5. | Total additional annual minutes (additional minutes per week year) | <u>0.00</u> | x 52 Weeks | <u>0.00</u> |
| 6. | Total additional annual hours (additional annual minutes/ 60 minutes per hour) | <u>0.00</u> | / 60 Minutes | <u>0.00</u> |
| 7. | Enter the rural cost per hour (see national payroll summary report – rural carrier, consolidated) | <u>0.00</u> | | |
| | Total Annual Cost (additional annual hours x rural cost per hour) | | | <u>0.00</u> |
| 8. | Enter lock pouch allowance (if applicable) | | | <u>0.00</u> |
| | Total annual cost for alternate service (annual cost minus lock pouch allowance) | | | <u>0.00</u> |

U.S. Postal Service POST OFFICE CLOSING OR CONSOLIDATION PROPOSAL Fact Sheet				1. Date Prepared 03/01/2011																																								
2. Post Office Name SCOTT		3. State and ZIP + 4 Code MS, 38772-9998																																										
4. District, Customer Service MISSISSIPPI PFC	5. Area, Customer Service SOUTHEAST	6. County Bolivar	7. Congressional District 2nd																																									
8. Reason for Proposal to Discontinue Office has no rural route and is in a small community developed around a paper company which has shut down operations. Revenue and residential population are both declining.		9. PO Emergency Suspend (Reason and Date) No Suspension		10. Proposed Permanent Alternate Service																																								
11. Staffing		12. Hours of Service																																										
a. <input type="checkbox"/> PM <input checked="" type="checkbox"/> PM Vacancy Reason & Date: retired Occupied 04/30/2010 b. <input type="checkbox"/> OIC <input type="checkbox"/> Career <input checked="" type="checkbox"/> Non-Career c. Current PM POSITION Level (150)EAS-11 Downgraded from EAS-11 d. No of Clerks- 0 No of Career- 0 No of Non-Career- 0 e. No of Others- 0 No of Career- 0 No of Non-Career- 0		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>a. Time M-F 08:15 - 12:30, 13:00 - 15:45</td> <td>Sat 07:30 - 09:45</td> <td rowspan="2" style="text-align: center; vertical-align: middle;">Total Window Hours Per Week 9.15</td> </tr> <tr> <td>a. Lobby Time M-F 8:00 - 3:30</td> <td>Sat 7:30-9:45</td> </tr> </table>			a. Time M-F 08:15 - 12:30, 13:00 - 15:45	Sat 07:30 - 09:45	Total Window Hours Per Week 9.15	a. Lobby Time M-F 8:00 - 3:30	Sat 7:30-9:45																																			
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a. Lobby Time M-F 8:00 - 3:30	Sat 7:30-9:45																																											
13. Number of Customers Served		14. Daily Volume (Pieces)																																										
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>a. General Delivery</td><td style="text-align: center;">0</td></tr> <tr><td>b. P.O. Box</td><td style="text-align: center;">96</td></tr> <tr><td>c. City Delivery</td><td style="text-align: center;">0</td></tr> <tr><td>d. Rural Delivery</td><td style="text-align: center;">0</td></tr> <tr><td>e. Highway Contract Route Box</td><td style="text-align: center;">0</td></tr> <tr><td>f. Total</td><td style="text-align: center;">96</td></tr> <tr><td>g. No. Receiving Duplicate Service</td><td style="text-align: center;">5</td></tr> <tr><td>h. Average No. Daily Transactions</td><td style="text-align: center;">26.40</td></tr> </table>		a. General Delivery	0	b. P.O. Box	96	c. City Delivery	0	d. Rural Delivery	0	e. Highway Contract Route Box	0	f. Total	96	g. No. Receiving Duplicate Service	5	h. Average No. Daily Transactions	26.40	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th>Types of Mail</th> <th>Received</th> <th>Dispatched</th> </tr> <tr><td>a. First-Class</td><td style="text-align: center;">362</td><td style="text-align: center;">213</td></tr> <tr><td>b. Newspaper</td><td style="text-align: center;">95</td><td style="text-align: center;">23</td></tr> <tr><td>c. Parcel</td><td style="text-align: center;">5</td><td style="text-align: center;">3</td></tr> <tr><td>d. Other</td><td style="text-align: center;">0</td><td style="text-align: center;">0</td></tr> <tr><td>e. Total</td><td style="text-align: center;">462</td><td style="text-align: center;">239</td></tr> <tr><td>f. No. of Postage Meters</td><td colspan="2" style="text-align: center;">1</td></tr> <tr><td>g. No. of Permits</td><td colspan="2" style="text-align: center;">0</td></tr> </table>			Types of Mail	Received	Dispatched	a. First-Class	362	213	b. Newspaper	95	23	c. Parcel	5	3	d. Other	0	0	e. Total	462	239	f. No. of Postage Meters	1		g. No. of Permits	0	
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f. No. of Postage Meters	1																																											
g. No. of Permits	0																																											
Finances a. FY 2008 2009 2010		Receipts \$ 22,450 \$ 20,798 \$ 14,476	b. EAS Step 1 PM Basic Salary (no Cola) \$ 33168	c. PM Fringe Benefits (33.5% of b.) \$11,111																																								
15a. Quarters																																												
<input type="checkbox"/> Postal Owned <input checked="" type="checkbox"/> Leased (if Leased, Expiration Date) 01/01/1900 Annual Lease \$ 2040 30-day cancellation clause? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Evicted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if Yes, must vacate by) Located in: <input type="checkbox"/> Business <input type="checkbox"/> Home <input type="checkbox"/> Other Suitable alternate quarters available? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																																												
15b. Explain:																																												
17. Schools, Churches and Organization in Service Area: No: 0 Benoit Union Church Silver Mount M.B. Church		19. Administrative/Emanating Office (Proposed): Name <u>BENOIT PO</u> EAS Level <u>13</u> Miles Away <u>6.0</u> Window Service Hours: M-F 08:00 16:15 SAT 08:00 10:00 Lobby Hours: M-F 24 hours SAT 24 hours PO Boxes Available: <u>131</u>																																										
18. Businesses in Service Area: No: 0 Scott Water Dept Scott Foundation Scott Store Scott Farm Supply Lake Bolivar Gin Monsanto		20. Nearest Post Office (if different from above): Name <u>BENOIT PO</u> EAS Level <u>13</u> Miles Away <u>6.0</u> Window Service Hours: M-F 08:00 16:15 SAT 08:00 10:00 Lobby Hours: M-F 24 hours SAT 24 hours PO Boxes Available: <u>131</u>																																										
21. Prepared by																																												
Printed Name and Title TERESA CASSIDY PO Discontinuance Coordinator Name LINDA CASSIDY		Signature TERESA CASSIDY Location JACKSON, MS		Telephone No. AC () (601) 351-7311																																								

**A. Office**

Name: SCOTT State: MS Zip Code: 38772
Area: SOUTHEAST District: MISSISSIPPI PFC
Congressional District: 2nd County: Bolivar
EAS Grade: 11 Finance Number: 277280
Post Office: ☒ Classified Station ☐ Classified Branch ☐ CPO ☐

This form is a place holder for number 19

Prepared by: Linda Cassidy
Title: MISSISSIPPI PFC Post Office Review Coordinator
Tele No: (601) 351-7311

Date: 03/04/2011
Fax No: (601) 351-7576



03/10/11

OIC/POSTMASTER

SUBJECT: SCOTT Post Office

Enclosed are questionnaires addressed to customers of the SCOTT Post Office. I have also enclosed additional copies of the questionnaires for any retail or other customer who wishes to complete one. Please furnish these questionnaires to retail customers upon request. All completed forms should be forwarded to my office by 03/26/11 for further review.

Linda Cassidy
Post Office Review Coordinator
Enclosures



Dear Postal Service Customer:

As the Postal Service manager responsible for all Post Offices in your area, I would like your opinion concerning a possible change in the way your postal service is provided. The recommended change is tentative and will not lead to a formal proposal unless we conclude that it will provide a maximum degree of regular and effective service.

The postmaster at the SCOTT Post Office retired on 04/30/2010. A review of the business activities of the Post Office revealed that the office workload had declined. Our office review revealed an average 26.40 daily retail window transactions. This reduced workload suggests that the maintenance of an independent office at SCOTT may not be warranted.

Briefly, we would like to provide pickup and delivery of your mail, as well as the sale of stamps and all other customary postal services, by Rural Route Service emanating from the BENOIT PO.

We estimate that carrier service would cost the Postal Service substantially less than maintaining the Post Office in your community and still provide regular and effective service. Enclosed is information about some of the services available from the carrier. Retail services are also available at the BENOIT PO, located 6.0 miles away. Hours of service at this office are 08:00 16:15, Monday through Friday, and 08:00 10:00 on Saturday. Post Office box service is available at this location at the same fees.

I invite you to think about a possible change to Rural Route Service. Please return the enclosed questionnaire by 03/24/2011 using the pre-addressed envelope provided or at the community meeting.

You may, of course, want to discuss this form of service with us before drawing any conclusions. Postal representatives will be at the Scott Learning Center, Cotton Row, Scott, MS on 03/24/2011 from 6:30 p.m. to 7:45 p.m. to answer questions and provide information about our service. You may wish to discuss and submit your questionnaire at that time.

If you have any questions, you may call Linda Cassidy at (601) 351-7311.

Thank you for your assistance.

Sincerely,

DANA AMOS
Manager, Post Office Operations
1461 Lakeover Road
Jackson, MS, 39213-8006

Enclosures:

Questionnaire and return envelope
Summary of Post Office Change Regulations,
Carrier delivery information CBU information sheet (when appropriate),
Summary of Post Office change regulations

**Postal Service Customer Questionnaire**

1. Please check the appropriate box to indicate whether you used the SCOTT Post Office for each of the following:

Postal Services

	Daily	Weekly	Monthly	Never
a. Buying Stamps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Mailing Letters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Mailing Parcels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Pick up Post Office box mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Pick up general delivery mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Buying money orders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Obtaining special services, including Certified Mail, Registered Mail, Insured Mail, Delivery Confirmation, or Signature Confirmation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Sending Express Mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Buying stamp-collecting material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other Postal Services

- a. Entering permit mailings ☐ YES ☐ NO
- b. Resetting/using postage meter ☐ YES ☐ NO

Nonpostal Services

- a. Picking up government forms (such as tax forms) ☐ YES ☐ NO
- b. Using for school bus stop ☐ YES ☐ NO
- c. Assisting senior citizens, persons with disabilities, etc. ☐ YES ☐ NO

If yes, please explain:

- d. Using public bulletin board ☐ YES ☐ NO

- e. Other ☐ YES ☐ NO

If yes, please explain:

2. Do you pass another Post Office during business hours while traveling to or from work, or shopping, or for personal needs?

☐ YES ☐ NO

If yes, please explain:

3. If you previously received carrier delivery, there will be no change to your delivery service — proceed to question 4. If you previously received Post Office box service or general delivery service, complete this section. How do you think carrier route delivery service compares to your previous service?

☐ Better

☐ Just as Good

☐ No Opinion

☐ Worse

If yes, please explain:

4. For which of the following do you leave your community? (Check all that apply.) Where do you go to obtain these services?

☐ Shopping

☐ Personal needs

☐ Banking

☐ Employment

☐ Social needs

5. Do you currently use local businesses in the community?

☐ Yes ☐ No

If yes, would you continue to use them if the Post Office is discontinued?

☐ Yes ☐ No

Name:

Address:

Telephone:

Date:

Please add any additional comments on a separate piece of paper and attach it to this form. Thank you for taking the time to complete this questionnaire.



**POST OFFICE ON WHEELS
SERVICES AVAILABLE FROM RURAL AND
HIGHWAY CONTRACT ROUTE CARRIERS**

You can eliminate almost all trips to the Post Office, because doing business with the Postal Service is as close as your mailbox. The carrier can provide virtually all postal services to you, and most transactions do not require meeting the carrier at the mailbox. Some of the most frequently used services are:

MAILING PACKAGES

Carriers will accept packages at the mailbox without a customer being present, provided the postage is fully prepaid, and the customer is known to reside or conduct business at that collection point. The package **MUST** have a matching return address that is the same as the collection point. If postage has not been applied, estimate the amount of postage needed and leave the money in the mailbox. If insurance is desired, the value of the contents must be specified. The carrier will take the package to the Post Office, and it will be weighed to determine the appropriate rate. The package will be mailed that same day. The carrier will leave the customer's change and insurance receipt, if appropriate, in the mailbox on the next delivery day.

PURCHASING STAMPS BY MAIL

The Stamps by Mail program provides customers the opportunity to purchase stamps, envelopes, and postal cards by using Form 3227-R, *Stamp Purchase Order (Rural)*, available from the Post Office or the carrier. Commemorative stamps and stamp-collecting products are also available. The customer addresses the postage paid order form envelope, encloses payment by personal check or postal money order made payable to the United States Postal Service, and mails the form (postage-free) or leaves it in the mailbox for the carrier to pick up. Most orders are processed overnight, and some immediately.

PURCHASING POSTAL MONEY ORDERS

Customers may purchase money orders by meeting the carrier at the mailbox, completing an application, and paying the carrier (in cash) the price of the money order, plus the fee. The carrier gives the customer a receipt for the application. The money order is completed when the carrier returns to the Post Office, and a money order receipt is left in the customer's mailbox on the next delivery day. Most customers provide the carrier with a stamped, self-addressed envelope in which the completed money order is mailed to its destination. If customers prefer, the completed money orders will be returned for verification on the next delivery day.

SPECIAL SERVICES

Special services such as Certified, Registered, Express Mail, Delivery Confirmation, Signature Confirmation, and COD may be obtained from the carrier by leaving a note in the mailbox, along with the appropriate payment. The carrier will provide the services that day and leave a customer receipt in the mailbox on the next delivery day.

HOLDING MAIL

Customers who will be away for an extended time, such as a vacation, may request that their mail be held at the Post Office during their absence. Upon return, the customer asks the Post Office to resume delivery.

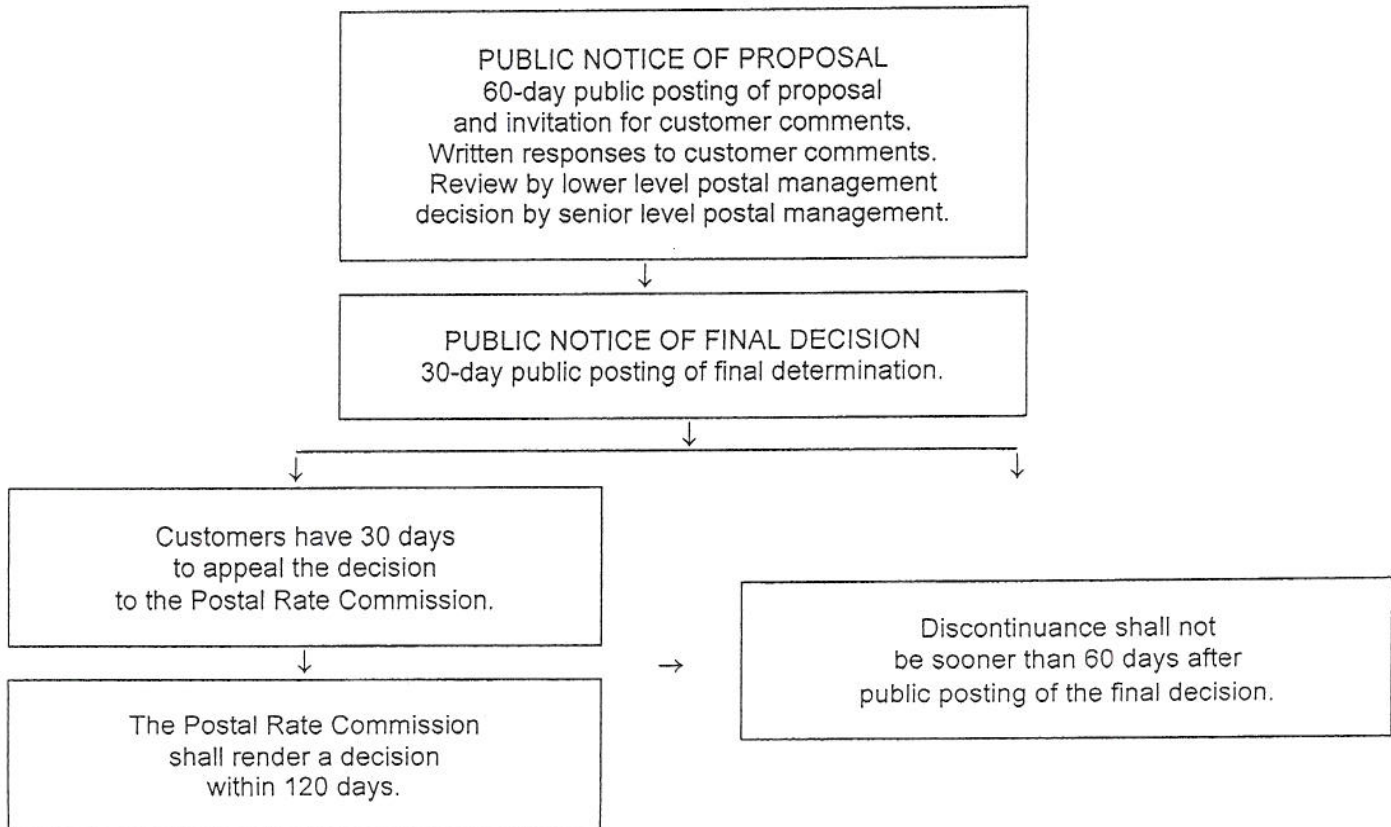


SUMMARY OF POST OFFICE CHANGE REGULATIONS

Certain regulations based on federal law apply when postal managers propose to replace a Post Office with an alternate form of postal service. These regulations are designed to ensure that the reasons for proposing such changes in postal service are fully disclosed at a stage when customers can make helpful contributions toward a final decision. The full text of the statutory provisions appears in Title 39, *United States Code*, Section 404(b), while the implementing regulations appear in Title 39, *Code of Federal Regulations*, Part 241.3.

According to implementing regulations, an initial investigation and any subsequent formal proposal to discontinue a Post Office originate with postal field managers responsible for Post Offices in that area. The proposal must explain the services recommended as substitutes and the rationale that supports this recommendation. The written proposal is prominently posted for 60 days at affected Post Offices, along with an "Invitation for Comments," which formally invites customer comments. At the end of the 60-day comment period, additional review is made at lower and upper levels of postal management.

When a final decision is made at Postal Headquarters in Washington, DC, that decision is posted in affected Post Offices for 30 days, during which customers may appeal the decision to the Postal Rate Commission in Washington, DC. The Postal Rate Commission has 120 days to consider and decide an appeal. Even without an appeal, no Post Office may be closed sooner than 60 days after the public posting of the final decision.





04/01/2011

ANTHONY AND BLANCHE HOWARD AND ANGELIA CARTWRIGHT

P O BOX 234
SCOTT, MS 38772

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the SCOTT Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

In response to your letter:

- You expressed a concern about nonpostal services. Nonpostal services provided at the suspended Post Office will be available at the administrative Post Office. Government forms normally provided by the post office will also be available at the administrative Post Office or by contacting your local government agency.

If it is determined that a discontinuance of the SCOTT Post Office should be pursued, a formal proposal will be posted in the SCOTT Post Office(s) at a later date. If you have additional questions or comments, please feel free to contact Linda Cassidy at (601) 351-7311.

Sincerely,

Dana Amos
Manager, Post Office Operations
1461 Lakeover Road
Jackson, MS, 39213-8006



04/01/2011

CLEORA JONES

P O BOX 185
SCOTT, MS 38772

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the SCOTT Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

In response to your letter:

- You expressed a concern about nonpostal services. Nonpostal services provided at the suspended Post Office will be available at the administrative Post Office. Government forms normally provided by the post office will also be available at the administrative Post Office or by contacting your local government agency.

If it is determined that a discontinuance of the SCOTT Post Office should be pursued, a formal proposal will be posted in the SCOTT Post Office(s) at a later date. If you have additional questions or comments, please feel free to contact Linda Cassidy at (601) 351-7311.

Sincerely,

Dana Amos
Manager, Post Office Operations
1461 Lakeover Road
Jackson, MS, 39213-8006



04/01/2011

DOROTHY ANDRUS

P O BOX 248
SCOTT, MS 38772

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the SCOTT Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

If it is determined that a discontinuance of the SCOTT Post Office should be pursued, a formal proposal will be posted in the SCOTT Post Office(s) at a later date. If you have additional questions or comments, please feel free to contact Linda Cassidy at (601) 351-7311.

Sincerely,

Dana Amos
Manager, Post Office Operations
1461 Lakeover Road
Jackson, MS, 39213-8006



04/01/2011

DOUG SHOEMAKER

P O BOX 182
SCOTT, MS 38772

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the SCOTT Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

In response to your letter:

- You expressed a concern about having to travel to another post office for service. Services provided at the post office will be available from the carrier, and customers will not have to travel to another post office for service. Most transactions do not require meeting the carrier at the mailbox. Stamps by Mail and Money Order Application forms are available for customer convenience.

If it is determined that a discontinuance of the SCOTT Post Office should be pursued, a formal proposal will be posted in the SCOTT Post Office(s) at a later date. If you have additional questions or comments, please feel free to contact Linda Cassidy at (601) 351-7311.

Sincerely,

Dana Amos
Manager, Post Office Operations
1461 Lakeover Road
Jackson, MS, 39213-8006



04/01/2011

IRENE WASHINGTON

P O BOX 36
SCOTT, MS 38772

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the SCOTT Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

In response to your letter:

- You expressed a concern about nonpostal services. Nonpostal services provided at the suspended Post Office will be available at the administrative Post Office. Government forms normally provided by the post office will also be available at the administrative Post Office or by contacting your local government agency.

If it is determined that a discontinuance of the SCOTT Post Office should be pursued, a formal proposal will be posted in the SCOTT Post Office(s) at a later date. If you have additional questions or comments, please feel free to contact Linda Cassidy at (601) 351-7311.

Sincerely,

Dana Amos
Manager, Post Office Operations
1461 Lakeover Road
Jackson, MS, 39213-8006



04/01/2011

JAMES ELKINS

P O BOX 94
SCOTT, MS 38772

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the SCOTT Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

If it is determined that a discontinuance of the SCOTT Post Office should be pursued, a formal proposal will be posted in the SCOTT Post Office(s) at a later date. If you have additional questions or comments, please feel free to contact Linda Cassidy at (601) 351-7311.

Sincerely,

Dana Amos
Manager, Post Office Operations
1461 Lakeover Road
Jackson, MS, 39213-8006



04/01/2011

JEREMY AND SHERRY ROLLINS

P O BOX 171

SCOTT, MS 38772

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the SCOTT Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

In response to your letter:

- You expressed a concern about the loss of the Communities' identity. A community's identity derives from the interest and vitality of its residents and their use of its name. The Postal Service is helping to preserve community identity by continuing the use of the suspended Post Office name and ZIP Code in addresses and in the National Five-Digit ZIP Code and Post Office Directory.

If it is determined that a discontinuance of the SCOTT Post Office should be pursued, a formal proposal will be posted in the SCOTT Post Office(s) at a later date. If you have additional questions or comments, please feel free to contact Linda Cassidy at (601) 351-7311.

Sincerely,

Dana Amos
Manager, Post Office Operations
1461 Lakeover Road
Jackson, MS, 39213-8006



04/01/2011

JOYCE AND JOHN POPE

P O BOX 112
SCOTT, MS 38772

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the SCOTT Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

In response to your letter:

- You expressed a concern over the dependability of rural route service. Rural letter carriers perform a vital function in the United States Postal Service serving thousands of families and businesses in rural and suburban areas while traveling millions of miles daily. Rural letter carriers are highly respected by the American public. This respect has been earned by many years of dedication to the Postal Service and to postal customers. During national and local emergencies, including prolonged periods of extreme weather conditions, rural carriers have demonstrated great responsibility in providing mail service to postal customers. Rural carriers are required to serve the route expeditiously and arrive at boxes at about the same time each day.

If it is determined that a discontinuance of the SCOTT Post Office should be pursued, a formal proposal will be posted in the SCOTT Post Office(s) at a later date. If you have additional questions or comments, please feel free to contact Linda Cassidy at (601) 351-7311.

Sincerely,

Dana Amos
Manager, Post Office Operations
1461 Lakeover Road
Jackson, MS, 39213-8006



04/01/2011

MAJORIE B. MYERS

P O BOX 175
SCOTT, MS 38772

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the SCOTT Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

If it is determined that a discontinuance of the SCOTT Post Office should be pursued, a formal proposal will be posted in the SCOTT Post Office(s) at a later date. If you have additional questions or comments, please feel free to contact Linda Cassidy at (601) 351-7311.

Sincerely,

Dana Amos
Manager, Post Office Operations
1461 Lakeover Road
Jackson, MS, 39213-8006



04/01/2011

MIKE FRANCIS

P O BOX 214
SCOTT, MS 38772

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the SCOTT Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

If it is determined that a discontinuance of the SCOTT Post Office should be pursued, a formal proposal will be posted in the SCOTT Post Office(s) at a later date. If you have additional questions or comments, please feel free to contact Linda Cassidy at (601) 351-7311.

Sincerely,

Dana Amos
Manager, Post Office Operations
1461 Lakeover Road
Jackson, MS, 39213-8006



04/01/2011

OLIVIA SPROVELS

P O BOX 96
SCOTT, MS 38772

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the SCOTT Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

In response to your letter:

- You expressed a concern about nonpostal services. Nonpostal services provided at the suspended Post Office will be available at the administrative Post Office. Government forms normally provided by the post office will also be available at the administrative Post Office or by contacting your local government agency.

If it is determined that a discontinuance of the SCOTT Post Office should be pursued, a formal proposal will be posted in the SCOTT Post Office(s) at a later date. If you have additional questions or comments, please feel free to contact Linda Cassidy at (601) 351-7311.

Sincerely,

Dana Amos
Manager, Post Office Operations
1461 Lakeover Road
Jackson, MS, 39213-8006



04/01/2011

ROBIN HORTON

P O BOX 224
SCOTT, MS 38772

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the SCOTT Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

In response to your letter:

- You expressed a concern about the detrimental effect the loss of the post office would have on the community. Businesses generally require regular and effective postal services, and these will always be provided to the suspended Post Office community. There is no indication that the business community will be adversely affected. Questionnaire responses revealed that customers will continue to use local businesses if the post office is discontinued.
- You expressed a concern about senior citizens. Carrier service is beneficial to many senior citizens and those who face special challenges because the carrier can provide delivery and retail services to Customers do not have to make a special trip to the post office for service. Special provisions are made for hardship cases or special customer needs. To request an exception for hardship delivery, customers may contact the administrative postmaster for more information.

If it is determined that a discontinuance of the SCOTT Post Office should be pursued, a formal proposal will be posted in the SCOTT Post Office(s) at a later date. If you have additional questions or comments, please feel free to contact Linda Cassidy at (601) 351-7311.

Sincerely,

Dana Amos
Manager, Post Office Operations
1461 Lakeover Road
Jackson, MS, 39213-8006



04/01/2011

SCOTT FARM SUPPLY STORE

P O BOX 186
SCOTT, MS 38772

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the SCOTT Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

If it is determined that a discontinuance of the SCOTT Post Office should be pursued, a formal proposal will be posted in the SCOTT Post Office(s) at a later date. If you have additional questions or comments, please feel free to contact Linda Cassidy at (601) 351-7311.

Sincerely,

Dana Amos
Manager, Post Office Operations
1461 Lakeover Road
Jackson, MS, 39213-8006



04/01/2011

SHIRLEY JONES

P O BOX 6
SCOTT, MS 38772

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the SCOTT Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

In response to your letter:

- You expressed a concern about nonpostal services. Nonpostal services provided at the suspended Post Office will be available at the administrative Post Office. Government forms normally provided by the post office will also be available at the administrative Post Office or by contacting your local government agency.

If it is determined that a discontinuance of the SCOTT Post Office should be pursued, a formal proposal will be posted in the SCOTT Post Office(s) at a later date. If you have additional questions or comments, please feel free to contact Linda Cassidy at (601) 351-7311.

Sincerely,

Dana Amos
Manager, Post Office Operations
1461 Lakeover Road
Jackson, MS, 39213-8006



04/01/2011

SYLVESTER CRUTCHFIELD

P O BOX 97
SCOTT, MS 38772

Dear Postal Service Customer:

Thank you for returning your questionnaire concerning the proposed discontinuance of the SCOTT Post Office. Your comments, along with others received, will be included in the official record and considered carefully before further action is taken.

In response to your letter:

- You expressed a concern about nonpostal services. Nonpostal services provided at the suspended Post Office will be available at the administrative Post Office. Government forms normally provided by the post office will also be available at the administrative Post Office or by contacting your local government agency.

If it is determined that a discontinuance of the SCOTT Post Office should be pursued, a formal proposal will be posted in the SCOTT Post Office(s) at a later date. If you have additional questions or comments, please feel free to contact Linda Cassidy at (601) 351-7311.

Sincerely,

Dana Amos
Manager, Post Office Operations
1461 Lakeover Road
Jackson, MS, 39213-8006

Postal Service Customer Questionnaire Analysis

Questionnaires were distributed to all delivery customers of the SCOTT Post Office on 03/10/2011. Additionally, during the survey period, questionnaires were available at the SCOTT Post Office to walk-in retail customers.

1. Number of Questionnaires

Total questionnaires distributed	115
Favorable to proposal	0
Unfavorable to proposal	23
Expressing no opinion	15
Total questionnaires received	38

Postal Concerns

The following postal concerns were expressed

1. Concern (No Opinion):

Customers were concerned about mail security

Response:

You expressed a concern about the security of mail. Customers may place a lock on their mailboxes. The mailbox must have a slot large enough to accommodate the customer's normal daily mail volume. The Postal Service does not open mailboxes which are locked and does not accept keys for this purpose.

2. Concern (No Opinion):

No Concern

Response:

3. Concern (UnFavorable):

Customers expressed concern for loss of community identity

Response:

You expressed a concern about the loss of the Communities' identity. A community's identity derives from the interest and vitality of its residents and their use of its name. The Postal Service is helping to preserve community identity by continuing the use of the suspended Post Office name and ZIP Code in addresses and in the National Five-Digit ZIP Code and Post Office Directory.

4. Concern (UnFavorable):

Customers expressed concern over the dependability of rural route service

Response:

You expressed a concern over the dependability of rural route service. Rural letter carriers perform a vital function in the United States Postal Service serving thousands of families and businesses in rural and suburban areas while traveling millions of miles daily. Rural letter carriers are highly respected by the American public. This respect has been earned by many years of dedication to the Postal Service and to postal customers. During national and local emergencies, including prolonged periods of extreme weather conditions, rural carriers have demonstrated great responsibility in providing mail service to postal customers. Rural carriers are required to serve the route expeditiously and arrive at boxes at about the same time each day.

5. Concern (UnFavorable):

Customers felt the loss of a post office would have a detrimental effect on the business community

Response:

You expressed a concern about the detrimental effect the loss of the post office would have on the community. Businesses generally require regular and effective postal services, and these will always be provided to the suspended Post Office community. There is no indication that the business community will be adversely affected. Questionnaire responses revealed that customers will continue to use local businesses if the post office is discontinued.

6. Concern (UnFavorable):

Customers were concerned about a change of address

Response:

You expressed a concern about a change in address. Customers will be assigned a 911 address. The new address will continue to use the community name and ZIP Code. Mail will be forwarded in accordance with postal regulations, and change of address forms are available from the Postal Service to assist customers in notifying correspondents of the change.

7. Concern (UnFavorable):

Customers were concerned about having to travel to another post office for service

Response:

You expressed a concern about having to travel to another post office for service. Services provided at the post office will be available from the carrier, and customers will not have to travel to another post office for service. Most transactions do not require meeting the carrier at the mailbox. Stamps by Mail and Money Order Application forms are available for customer convenience.

Community Meeting Roster

Dana Amos - Manager Post Office Operations

Teresa Cassidy - PO Review Coordinator

Time 6:30 p.m.

Total Number of Customers Present:

83

Place: Scott Learning Center, Cotton Row, Scott, MS

This document may become a part of the official record that will be available for public viewing.

Names of Customers Present:

[illegible]

Community Meeting Roster

Postal Service Representative (Names and Titles):

Dana Amos - Manager Post Office Operations

Stacy Ellis - Manager Operations Programs Support

Teresa Cassidy - PO Review Coordinator

Date: 03/24/2011

Time: 6:30 p.m.

Total Number of Customers Present:

0 83

Place: Scott Learning Center, Cotton Row, Scott, MS

This document may become a part of the official record that will be available for public viewing.

Names of Customers Present:

Name	Mailing Address (optional)	Zip Code	Phone Number
Rondle Smith	P.O. Box 102 Scott MS	38772	662-390-7697 + 742-3348
Elsie Canell	202 Thomas, Cleveland, MS	38732	662-843-2476
James Condy	254 SCOTT MS.	38772	662-719-1944
Alba M Linksey	264 SCOTT MS	38772	662-3474335
Betty Ridge	201 Scott Mo.	38772	662-742-3749
Scott Horton	253 SCOTT MS	38772	662-820-0587
Peri Leonard	Scott, MS P.O. Box 36	38772	662-822-8494
Robert Gordon Rogers	P.O. Box 222	38772	662-742-3368 or 742-3861
Elise Lee	P.O. Box 172	38772	662-742-4000
Chance Wright	813 University	38732	662-822-1040
Charles Shannon	Box 206	38772	662-742-3245
Robert Horton	PO Box 224	38772	742-3740
Dana Kline	P.O. Box 1894	38732	719-5766
Hayden	P.O. Box 215	38772	662-742-3677
Pam Hancock	PO Box 34	38772	662-820-0745
George Howard	P.O. Box 234	38772	662-931-2792
Caroline McCarthy	PO Box 123	38772	662-742-3657
Zelina Hume	395 Kates Rd	38703	662-335-1511
Ellis Moore	40th St	38772	742-3890

Community Meeting Roster

Postal Service Representative (Names and Titles):
Dana Amos - Manager Post Office Operations
Stacy Ellis - Manager Operations Programs Support
Teresa Cassidy - PO Review Coordinator

Date: 03/24/2011
Time: 6:30 p.m.

Total Number of Customers Present: 0

Place: Scott Learning Center, Cotton Row, Scott, MS

This document may become a part of the official record that will be available for public viewing.

Names of Customers Present:

Name	Mailing Address (optional)	Zip Code	Phone Number
NOTE Tim Adams	PO Box 211	38772	742-3712
Linda Lockett	P.O. Box 75	38772	742-3447
Sidney Miller	P.O. Box 45	38772	742-3704
Sidney Smith	P.O. Box 233	38772	378-6400
LaDonna Worthing	Senator Roger Wicker		
Blanche S. Howard	P.O. Box 234, MS.	38772	913-544-9262
Angela H. Cunningham	P.O. Box 234, ^{Scott} MS	38772	662-822-9384
Casey + Amanda Bower	P.O. Box 42	38772	662-822-4475
Albert Sandoz	POB 245	38772	662-822-2718
Loretta Leonard	POB 36	38772	662-742-3858
Robert Ridge	P.O. Box 201	38772	662-822-2036
Jenet Smith	P.O. Box 26	38772	662-613-0113
John Pope	P.O. Box 112	38772	662-742-3660
Joyce Pope	P.O. Box 112	38772	662-742-3660
Rosie L. Harris	P.O. Box 26	38772	662-742-3617
Lula McClinton	P.O. Box 123	38772	662-822-4901
Edgar W. Boyd	P.O. Box 164	38772	662-742-3281
CC Craig	PO Box 265	38772	820-9104
Leslie Shoemaker	PO Box 182	38772	347-2612

Community Meeting Roster

Postal Service Representative (Names and Titles):
Dana Amos - Manager Post Office Operations
Stacy Ellis - Manager Operations Programs Support
Teresa Cassidy - PO Review Coordinator

Date: 03/24/2011
Time: 6:30 p.m.

Total Number of Customers Present: 0

Place: Scott Learning Center, Cotton Row, Scott, MS

This document may become a part of the official record that will be available for public viewing.

Names of Customers Present:

Name	Mailing Address (optional)	Zip Code	Phone Number
Mary E. Badel	PO Box 236 Scott	38772	662-742-3773
Renee T. Miller	P.O. Box 45 Scott	38772	662-742-3704
Geri Adams	P.O. Box 679 Mound Bayou MS	38762	(662) 741-9213
Charlie Harkin	P.O. Box 610 Baton, MS	39041	(601) 866-9213
Rosie L. Case	B. 113	38772	662-742-3224
Shirley Jones	P.O. Box 6 Matt. Mo.	38772	662-742-3247
Mr. & Mrs. Wilson	Box 26 P.O.	38772	662-742-3670
Robert Jones	P.O. Box 6 Scott, Miss	38772	742-3247
Louisa Leonard	POB 36	38772	742-3850
Estela Dowling	PO Box 154	38772	662-8227683
Wendy Hunter	P.O. Box 141		
John "Jack" Turner	P.O. Box 192	38772	662 820 8686
Majorie Myers	P.O. Box 135 Scott	38772	662 742-3214
Jeremy Rollins	P.O. Box 171	SCOTT 38772	662-338-6330
Sherry Rollins	P.O. Box 171	38772	662-338-6330
Ava Rollins	P.O. Box 171	38772	662-338-6330
Jordan Stone	P.O. Box 171	38772	662-338-6330
Mei-ya Rollins	P.O. Box 171	38772	662-338-6330

Postal Service Representative (Names and Titles):

Teresa Cassidy - PO Review Coordinator

Time 6:30 p.m.

Place: Scott Learning Center, Cotton Row, Scott, MS

Names of Customers Present:

[illegible]

Community Meeting Roster

Postal Service Representative (Names and Titles):
Dana Amos - Manager Post Office Operations
Stacy Ellis - Manager Operations Programs Support
Teresa Cassidy - PO Review Coordinator

Date: 03/24/2011
Time 6:30 p.m.

Total Number of Customers Present: 0

Place: Scott Learning Center, Cotton Row, Scott, MS

This document may become a part of the official record that will be available for public viewing.

Names of Customers Present:

[illegible]

Postal Service Customer Community Meeting Analysis

(categorize customer concerns as postal or nonpostal and provide the Postal Service response for each.)

Postal Concerns

1. **Concern (UnFavorable):**
Customers inquired about what hours and services would be provided by the CPO
Response:
You inquired about the hours and services that will be provided by the CPO. The CPO will be contracted to provide at least the same hours as the present post office. Depending on the location, the CPO may provide expanded lobby hours. Services will be the same as provided at the post office, except for permit mail acceptance.
2. **Concern (UnFavorable):**
Customers were concerned about senior citizens
Response:
You expressed a concern about senior citizens. Carrier service is beneficial to many senior citizens and those who face special challenges because the carrier can provide delivery and retail services to. Customers do not have to make a special trip to the post office for service. Special provisions are made for hardship cases or special customer needs. To request an exception for hardship delivery, customers may contact the administrative postmaster for more information.
3. **Concern (UnFavorable):**
Customers were concerned about mail security
Response:
You expressed a concern about the security of mail. Customers may place a lock on their mailboxes. The mailbox must have a slot large enough to accommodate the customer's normal daily mail volume. The Postal Service does not open mailboxes which are locked and does not accept keys for this purpose.
4. **Concern (UnFavorable):**
Customers asked why their post office was being discontinued while others were retained
Response:
You asked why the suspended post office was being discontinued while others were retained. Post offices are reviewed on a case-by-case basis. When there is a vacancy in a small office, it is customary to conduct a study of the business activity and investigate the feasibility of providing service by alternate means.
5. **Concern (UnFavorable):**
Customers expressed concern over the dependability of rural route service
Response:
You expressed a concern over the dependability of rural route service. Rural letter carriers perform a vital function in the United States Postal Service serving thousands of families and businesses in rural and suburban areas while traveling millions of miles daily. Rural letter carriers are highly respected by the American public. This respect has been earned by many years of dedication to the Postal Service and to postal customers. During national and local emergencies, including prolonged periods of extreme weather conditions, rural carriers have demonstrated great responsibility in providing mail service to postal customers. Rural carriers are required to serve the route expeditiously and arrive at boxes at about the same time each day.
6. **Concern (UnFavorable):**
Customers expressed concern for loss of community identity
Response:
You expressed a concern about the loss of the Communities' identity. A community's identity derives from the interest and vitality of its residents and their use of its name. The Postal Service is helping to preserve community identity by continuing the use of the suspended Post Office name and ZIP Code in addresses and in the National Five-Digit ZIP Code and Post Office Directory.
7. **Concern (UnFavorable):**
Customers felt the loss of a post office would have a detrimental effect on the business community
Response:
You expressed a concern about the detrimental effect the loss of the post office would have on the community. Businesses generally require regular and effective postal services, and these will always be provided to the suspended Post Office community. There is no indication that the business community will be adversely affected. Questionnaire responses revealed that customers will continue to use local businesses if the post office is discontinued.
8. **Concern (UnFavorable):**
Customers were concerned about having to travel to another post office for service
Response:
You expressed a concern about having to travel to another post office for service. Services provided at the post office will be available from the carrier, and customers will not have to travel to another post office for service. Most transactions do

Docket: 1381005-38772
Page Nbr: 26

Scott MS 38772	Finance Number: 277280
Southeast Area MS District	
EAS 11	County: Bolivar

This form is a place holder for number 26

We the undersigned customers of the US Postal Service in Scott Mississippi do hereby declare that the closing of the Scott Post Office will adversely affect the daily business and lives of those who use the US Postal Service in Scott. The following businesses rely on the Scott Post Office as a convenient way to do business:

MONSANTO, AG AIR LLC, CLASSIC CRAFT LLC, SCOTT FARM SUPPLY, LAKE BOLIVAR GIN, SCOTT WATER DISTRICT, WINTERVILLE STORAGE, CAPSTONE PARTNERS, HUNTINGTON PLANTATION, WILLIAMS PLANTING COMPANY, CAPSTONE PLANTING COMPANY, THE SCOTT STORE and CATFISH POINT HUNTING CLUB.

As a community we are not in favor of using the Benoit Post Office for any type postal services or transactions. Nor are we in favor of being on a rural route or having a neighborhood delivery collection box or parcel lockers.

This community takes great pride in fact that we live in Scott Mississippi 38772.

Name

Address

Terry Leonard P.O. Box 36 Scott, Ms. 38772

Peris Leonard P.O. Box 36 Scott, Ms. 38772

TERRENCE BAILEY P.O. Box 201 Scott, Ms 38772

Leatitia Bailey P.O. Box 201 Scott, Ms. 38772

Teresa Bailey P.O. Box 201 Scott, Ms. 38772

Santia Leonard P.O. Box 36 Scott, Ms. 38772

Robert Lidge - P.O. Box 201 Scott Ms. 38772

Leroy Bailey P.O. Box 36 Scott Ms. 38772

June Washington - P.O. Box 36 Scott Ms. 38772



04/12/2011

SENIOR VICE PRESIDENT
GOVERNMENT RELATIONS AND PUBLIC POLICY
475 L'ENFANT PLAZA SW RM 10804
WASHINGTON DC 20260-3500

SUBJECT: Posting of the Proposal to Close
the SCOTT Post Office
Docket No. 1381005

This is to advise you that on 04/26/2011, I will post for public comment a proposal to close the SCOTT Post Office in Bolivar, Congressional District No. 2nd.

If you have any questions, please call LINDA CASSIDY District Review Coordinator at (601) 351-7311.

ELIZABETH JOHNSON
District Manager
MISSISSIPPI PFC District

cc: Manager, Customer Service Operations
Area Manager, Public Affairs and Communications

Enclosures: PS Form 4920
Proposal



04/23/2011

OFFICER-IN-CHARGE/POSTMASTER

SUBJECT: Letter of Instructions Regarding Posting of
SCOTT Proposal
Docket No. 1381005 - 38772

Please post the enclosed proposal to close the SCOTT Post Office in the lobby. The proposal must be posted in a prominent place from 04/26/2011 through close of business on 06/27/2011. The posting must last at least 60 days and the first day does not count.

Round-date stamp the cover of the proposal on the date of posting and on the date of removal. Also, post the "Invitation for Comments" next to the proposal and round-date stamp it in the same manner.

Additional copies of the proposal and comment forms are enclosed. Provide them to customers upon request.

Also enclosed is the official record on which this proposal is based. Customers may read it; however, they may not remove it from your office. When a customer requests a copy of the record, provide it upon payment of any fees prescribed in AS-353 Guide to Privacy and the Freedom of Information Act. If you do not have photocopy equipment, take the customer's name, address, and telephone number and contact the district for a copy of the record.

At the expiration of the posting period, further instructions will be provided. If there are any questions, please contact me at (601) 351-7311.

A handwritten signature in cursive script that reads "Linda Cassidy".

LINDA CASSIDY
Post Office Review Coordinator
MISSISSIPPI PFC District

Enclosures: PS Form 4920
Proposal
Invitation for Comments
Comment Forms
Official Record

Date of Posting: 04/26/2011

Date of Removal: 06/27/2011



UNITED STATES POSTAL SERVICE

INVITATION FOR COMMENTS ON THE PROPOSAL TO CLOSE
THE SCOTT, MS POST OFFICE
AND ESTABLISH
SERVICE BY RURAL ROUTE SERVICE



To the customers of the Scott Post Office:

The Postal Service is considering the close of the Scott Post Office for reasons stated in the accompanying proposal.

During the 60-day posting period from 04/26/2011 through 06/27/2011 you are invited to provide written comments. Comments will be most helpful if they offer specific opinions and information favorable or unfavorable regarding the potential effect of the proposed change on postal services and on the community. Your comments will be carefully considered and will be incorporated into the official record, which will be made public if the proposal is finalized.

Copies of the proposal and optional comment forms are available upon request at the Scott Post Office. If you choose to use the optional comment form and need additional space, please attach additional sheets of paper.

Please return the comment form to:

LINDA CASSIDY
1461 LAKEOVER ROAD
JACKSON, MS 39213-8006

For more information, you may call LINDA CASSIDY at (601) 351-7311 or write to the above address.

Thank you for your assistance.

DANA AMOS
1461 LAKEOVER ROAD
JACKSON, MS 39213-8006



RESPONSIVENESS TO COMMUNITY POSTAL NEEDS

The Postal Service is proposing to close the Scott, MS Post Office and provide delivery and retail services by rural route service under the administrative responsibility of the Benoit Post Office, located six miles away.

The postmaster position became vacant when the postmaster retired on April 30, 2010. An employee from a neighboring office may be installed as the temporary officer-in-charge (OIC). Postmaster level and office service hours are determined by a workload analysis which includes the number of deliveries and revenue.

The office is being studied for possible closing or consolidation due to the following reasons: To streamline operations to create efficiencies and cost savings to balance the Postal Service's business needs against the needs of its customers. The Benoit Post Office is approximately six miles from this facility and could meet the postal needs of customers in this community and can provide an equal or better level of service.

The Scott Post Office, an EAS-11 level, provides service from 8:15 to 12:30, 1:00 to 3:45 Monday - Friday, 7:30 to 9:45 Saturday and lobby hours of 8:00 to 3:30 on Monday - Friday and 7:30 to 9:45 on Saturday to 96 post office box customers and no delivery customers. Retail services included the sale of stamps, stamped paper, and money orders; special services such as Registered Mail, Certified Mail, Insured Mail, COD Mail, and Express Mail services; and the acceptance and dispatch of all classes of mail.

The retail window averaged 26 transaction(s) accounting for 28 minute(s) of retail workload daily. With minimal workload, the Postal Service feels that effective and regular service will be provided by rural route service. Office receipts for the last 3 years were: \$22,450 (59 revenue units) in FY 2008; \$20,798 (54 revenue units) in FY 2009; and \$14,476 (38 revenue units) in FY 2010. There were one permit mailer(s) or postage meter customer(s).

On March 24, 2011, representatives from the Postal Service were available at Scott Learning Center, Cotton Row, Scott, MS to answer questions and provide information to customers. 83 customer(s) attended the meeting.

On March 10, 2011, 115 questionnaires were distributed to delivery customers of the Scott Post Office. Questionnaires were also available over the counter for retail customers at the Scott Post Office. 38 questionnaires were returned. Responses regarding the proposed alternate service were as follows: 0 favorable, 23 unfavorable, and 15 expressed no opinion.

One congressional inquiry was received on April 04, 2011.

A petition supporting the retention of the Scott Post Office was received on March 28, 2011, with 120 signatures. If this proposal is implemented, delivery and retail services will be provided by the Benoit Post Office, an EAS-13 level office. Window service hours at the Benoit Post Office are from 8:00 to 4:15, Monday through Friday, and 8:00 to 10:00 on Saturday. There are 131 post office boxes available.

The following concerns were expressed on the returned questionnaires, at the community meeting, from customer letters, on the petition, and from the congressional inquiry:

1. **Concern:** Customers expressed concern for loss of community identity

Response: The customer expressed a concern about the loss of the Communities' identity. A community's identity derives from the interest and vitality of its residents and their use of its name. The Postal Service is helping to preserve community identity by continuing the use of the suspended Post Office name and ZIP Code in addresses and in the National Five-Digit ZIP Code and Post Office Directory.
2. **Concern:** Customers expressed concern over the dependability of rural route service

Response: The customer expressed a concern over the dependability of rural route service. Rural letter carriers perform a vital function in the United States Postal Service serving thousands of families and businesses in rural and suburban areas while traveling millions of miles daily. Rural letter carriers are highly respected by the American public. This respect has been earned by many years of dedication to the Postal Service and to postal customers. During national and local emergencies, including prolonged periods of extreme weather conditions, rural carriers have demonstrated great responsibility in providing mail service to postal customers. Rural carriers are required to serve the route expeditiously and arrive at boxes at about the same time each day.
3. **Concern:** Customers felt the loss of a post office would have a detrimental effect on the business community

Response:

The customer expressed a concern about the detrimental effect the loss of the post office would have on the community. Businesses generally require regular and effective postal services, and these will always be provided to the suspended Post Office community. There is no indication that the business community will be adversely affected. Questionnaire responses revealed that customers will continue to use local businesses if the post office is discontinued.

4. Concern:

Customers were concerned about a change of address

Response:

The customer expressed a concern about a change in address. Customers will be assigned a 911 address. The new address will continue to use the community name and ZIP Code. Mail will be forwarded in accordance with postal regulations, and change of address forms are available from the Postal Service to assist customers in notifying correspondents of the change.

5. Concern:

Customers were concerned about having to travel to another post office for service

Response:

The customer expressed a concern about having to travel to another post office for service. Services provided at the post office will be available from the carrier, and customers will not have to travel to another post office for service. Most transactions do not require meeting the carrier at the mailbox. Stamps by Mail and Money Order Application forms are available for customer convenience.

6. Concern:

Customers were concerned about mail security

Response:

The customer expressed a concern about the security of mail. Customers may place a lock on their mailboxes. The mailbox must have a slot large enough to accommodate the customer's normal daily mail volume. The Postal Service does not open mailboxes which are locked and does not accept keys for this purpose.

7. Concern:

Customers were concerned about senior citizens

Response:

The customer expressed a concern about senior citizens. Carrier service is beneficial to many senior citizens and those who face special challenges because the carrier can provide delivery and retail services to customers. Customers do not have to make a special trip to the post office for service. Special provisions are made for hardship cases or special customer needs. To request an exception for hardship delivery, customers may contact the administrative postmaster for more information.

8. Concern:

Customers asked why their post office was being discontinued while others were retained

Response:

The customer asked why the suspended post office was being discontinued while others were retained. Post offices are reviewed on a case-by-case basis. When there is a vacancy in a small office, it is customary to conduct a study of the business activity and investigate the feasibility of providing service by alternate means.

9. Concern:

Customers inquired about what hours and services would be provided by the CPO

Response:

The customer inquired about the hours and services that will be provided by the CPO. The CPO will be contracted to provide at least the same hours as the present post office. Depending on the location, the CPO may provide expanded lobby hours. Services will be the same as provided at the post office, except for permit mail acceptance.

Some advantages of the proposal are:

1. The carrier provides retail services, alleviating the need to go to the post office. Stamps by Mail order forms are provided for customer convenience.
2. Customers opting for carrier service will have 24-hour access to their mail.
3. Savings for the Postal Service contribute in the long run to stable postage rates and savings for customers.
4. CBUs can offer the security of individually locked mail compartments. Parcel lockers provide convenient parcel delivery for customers.
5. Customers opting for carrier service will not have to pay post office box fees.
6. Saves time and energy for customers who drive to the post office to pick up mail.

Some disadvantages of the proposal are:

1. The loss of a retail outlet and a postmaster position in the community. Retail services are provided by the carrier.
2. Meeting the carrier at the box to transact business. However, it is not necessary to be present to conduct most Postal Service transactions.
3. A change in the mailing address. The community name will continue to be used in the new address. A carrier route address will be assigned.

Taking all available information into consideration, the Postal Service concludes this proposal will provide a maximum degree of effective and regular postal services to the community.

II. EFFECT ON COMMUNITY

Scott is an unincorporated community located in Bolivar County. The community is administered politically by Washing. Police protection is provided by the Washington County. Fire protection is provided by the Scott Volunteer. The community is comprised of retired people, farmers/ranchers, and those who commute to work at nearby communities and work in local businesses.

Businesses and organizations include: Scott Water Dept Scott Foundation Scott Store Scott Farm Supply Lake Bolivar Gin Monsanto. Residents may travel to nearby communities for other supplies and services.

Nonpostal services provided at the Scott Post Office will be available at the Benoit Post Office. Government forms normally provided by the Post Office will also be available at the Benoit Post Office or by contacting your local government agency.

The following nonpostal concerns were expressed on the returned questionnaires, at the community meeting, on the petition, and on the congressional inquiry:

- | | |
|--------------------|---|
| 1. Concern: | Customer expressed a concern about nonpostal services |
| Response: | The customer expressed a concern about nonpostal services. Nonpostal services provided at the suspended Post Office will be available at the administrative Post Office. Government forms normally provided by the post office will also be available at the administrative Post Office or by contacting your local government agency. |
| 2. Concern: | Customers were concerned about senior citizens |
| Response: | The customer expressed a concern about senior citizens. Carrier service is beneficial to many senior citizens and those who face special challenges because the carrier can provide delivery and retail services to Customers do not have to make a special trip to the post office for service. Special provisions are made for hardship cases or special customer needs. To request an exception for hardship delivery, customers may contact the administrative postmaster for more information. |

Based on the information obtained in the course of this discontinuance study, the Postal Service concludes this proposal will not adversely affect the community.

III. EFFECT ON EMPLOYEES

The postmaster retired on April 30, 2010. The noncareer postmaster relief (PMR) may be separated from the Postal Service. No other Postal Service employee will be adversely affected. .

IV. ECONOMIC SAVINGS

The Postal Service estimates an annual savings of \$ 46,319 with a breakdown as follows:

Postmaster Salary (EAS-11, No COLA)	\$ 33,168
Fringe Benefits @ 33.5%	\$ 11,111
Rental Costs, Excluding Utilities	<u>+ \$ 2,040</u>
Total Annual Costs	\$ 46,319
Less Annual Cost of Replacement Service	<u>- \$ 0</u>
Total Annual Savings	<u>\$ 46,319</u>

V. OTHER FACTORS

The Postal Service has identified no other factors for consideration.

VI. SUMMARY

The Postal Service is proposing to close the Scott, MS Post Office and provide delivery and retail services by rural route service under the administrative responsibility of the Benoit Post Office, located six miles away.

The postmaster retired on April 30, 2010. If the office has a noncareer PMR, they may be separated from the Postal Service. No other employee(s) will be adversely affected. Post office workload has declined. Effective and regular service will continue to be provided by rural route service.

The Scott Post Office provided delivery service to no customers and 96 PO Box customers. The daily retail window transactions averaged 26. There are one permit mailers or postage meter customers.

There will no longer be a retail outlet in the community. However, delivery and retail services will be available from the carrier, alleviating the need to travel to a post office for service. The Postal Service will save an estimated \$46,319 annually. A disadvantage to some may be in meeting the carrier to transact business. However, it is not necessary to be present to conduct most Postal Service transactions.

Taking all available information into consideration, the Postal Service has determined that the advantages outweigh the disadvantages and this proposal is warranted.

VII. NOTICES

- A. Support Materials. Copies of all materials upon which this proposal is based are available for public inspection at the Scott Post Office and Benoit Post Office during normal office hours.
- B. This is a proposal. It is not a final determination to close this post office. If a final determination is made to close this post office, after public comments on this proposal are received and taken into account, a notice of that final determination will be posted in this office.

The final determination will contain instructions on how affected customers may appeal that decision to the Postal Regulatory Commission. Any such appeal must be received by the commission within 30 days of the posting of the final determination.



DANA AMOS
Manager, Post Office Operations

04/26/2011
Date



04/23/2011

OFFICER-IN-CHARGE/POSTMASTER

SUBJECT: Instructions for Posting the "Notice of Taking Proposal and Comments Under Internal Consideration"

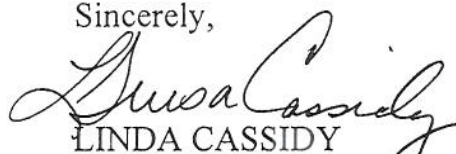
At the close of business on 06/27/2011 take down the "Proposal" and the "Invitation for Comments" from the lobby. Round-date stamp them upon removal and verify that the mandatory 60-day posting period was observed. The proposal and invitation for comments must be posted for at least 60 days, and the first day does not count.

On the same day, prominently post in the lobby the enclosed "Notice of Taking Proposal and Comments Under Internal Consideration." The notice should remain posted until you receive further notice from this office.

Please return the posted "Proposal," "Invitation for Comments," the official record, and any related discontinuance materials to this office.

Thank you for your assistance.

Sincerely,


LINDA CASSIDY
Post Office Review Coordinator
1461 LAKEOVER ROAD
JACKSON, MS 39213-8006

Date of Posting: 04/26/2011

Date of Removal: 06/27/2011



UNITED STATES POSTAL SERVICE

INVITATION FOR COMMENTS ON THE PROPOSAL TO CLOSE
THE SCOTT, MS POST OFFICE
AND ESTABLISH
SERVICE BY RURAL ROUTE SERVICE



To the customers of the Scott Post Office:

The Postal Service is considering the close of the Scott Post Office for reasons stated in the accompanying proposal.

During the 60-day posting period from 04/26/2011 through 06/27/2011 you are invited to provide written comments. Comments will be most helpful if they offer specific opinions and information favorable or unfavorable regarding the potential effect of the proposed change on postal services and on the community. Your comments will be carefully considered and will be incorporated into the official record, which will be made public if the proposal is finalized.

Copies of the proposal and optional comment forms are available upon request at the Scott Post Office. If you choose to use the optional comment form and need additional space, please attach additional sheets of paper.

Please return the comment form to:

LINDA CASSIDY
1461 LAKEOVER ROAD
JACKSON, MS 39213-8006

For more information, you may call LINDA CASSIDY at (601) 351-7311 or write to the above address.

Thank you for your assistance.

DANA AMOS
1461 LAKEOVER ROAD
JACKSON, MS 39213-8006





A. Office

Name: SCOTT State: MS Zip Code: 38772
Area: SOUTHWEST District: MISSISSIPPI PFC
Congressional District: 2nd County: Bolivar
EAS Grade: 11 Finance Number: 277280
Post Office: ☒ Classified Station ☐ Classified Branch ☐ CPO ☐

This form is a place holder for number 36. The round dated copies of the proposal have been received.

Prepared by: Linda Cassidy
Title: MISSISSIPPI PFC Post Office Review Coordinator
Tele No: (601) 351-7311

Date: 07/07/2011
Fax No: (601) 351-7576

**NOTICE OF TAKING PROPOSAL AND COMMENTS
UNDER INTERNAL CONSIDERATION**

Date 06/27/2011

Postal Customers of the Scott Post Office: The Postal Service appreciates receiving the views of those of you who submitted comments on the proposal to close the Scott Post Office, which was posted 04/26/2011 through 06/27/2011. These comments will be considered carefully as the matter is reviewed further in my office and at higher levels within the Postal Service.

When a final decision is made by the Postal Service, that decision will be posted in place of this notice. If the decision is to approve the proposal, any customer of the Scott Post Office who disagrees will have the right to appeal that decision to the Postal Regulatory Commission in Washington, DC.

Sincerely,

A handwritten signature in black ink, appearing to read 'Dana Amos', with a stylized flourish extending from the end.

DANA AMOS
1461 LAKEOVER ROAD
JACKSON, MS 39213-8006



A. Office

Name: SCOTT State: MS Zip Code: 38772
Area: SOUTHWEST District: MISSISSIPPI PFC
Congressional District: 2nd County: Bolivar
EAS Grade: 11 Finance Number: 277280
Post Office: ☒ Classified Station ☐ Classified Branch ☐ CPO ☐

This form is a place holder for number 39. There was a premature appeal received.

Prepared by: Linda Cassidy
Title: MISSISSIPPI PFC Post Office Review Coordinator
Tele No: (601) 351-7311

Date: 08/04/2011
Fax No: (601) 351-7576

Analysis of 60-Day Posting Comments

Number of comments returned

Total questionnaires distributed	<u>2</u>
Favorable comments	<u>0</u>
Unfavorable comments	<u>2</u>
No opinion expressed	<u>0</u>
Total comments returned	<u>2</u>

Postal Concerns

The following postal concerns were expressed

1. Concern (UnFavorable):
Customers expressed concern about collection of outgoing mail.

Response:

The collection box will be retained and its mail will continue to be picked up Monday through Saturday. In addition, customers may place outgoing mail in their mailboxes to be collected and dispatched by the carrier.

2. Concern (UnFavorable):
Customers were concerned about having to travel to another Post Office for service.

Response:

Services provided at the Post Office will be available from the carrier, and customers will not have to travel to another Post Office for service. Most transactions do not require meeting the carrier at the mailbox. Stamps by Mail and Money Order Application forms are available for customer convenience. Stamps are also available at many stores and gas stations where customers may already shop, online at usps.com, or by calling 1-800-STAMP-24.

Nonpostal Concerns

The following nonpostal concerns were expressed

Date of Posting: 04/26/2011

Posting Round Date:

Date of Removal: 06/27/2011

Removal Round Date:

PROPOSAL TO CLOSE
THE SCOTT, MS POST OFFICE
AND ESTABLISH
SERVICE BY RURAL ROUTE SERVICE
(REVISED)

DOCKET NUMBER 1381005 - 38772

I. RESPONSIVENESS TO COMMUNITY POSTAL NEEDS

The Postal Service is proposing to close the Scott, MS Post Office and provide delivery and retail services by rural route service under the administrative responsibility of the Benoit Post Office, located six miles away.

The postmaster position became vacant when the postmaster retired on April 30, 2010. Since the postmaster vacancy an OIC has been installed to operate the office. Postmaster level and office service hours are determined by a workload analysis which includes the number of deliveries and revenue.

The office is being studied for possible closing or consolidation due to the following reasons: To streamline operations to create efficiencies and cost savings to balance the Postal Service's business needs against the needs of its customers. The Benoit Post Office is approximately six miles from this facility and could meet the postal needs of customers in this community and can provide an equal or better level of service.

The Scott Post Office, an EAS-11 level, provides service from 8:15 to 12:30, 1:00 to 3:45 Monday - Friday, 7:30 to 9:45 Saturday and lobby hours of 8:00 to 3:30 on Monday - Friday and 7:30 to 9:45 on Saturday to 96 post office box or general delivery customers and no delivery customers. Retail services included the sale of stamps, stamped paper, and money orders; special services such as Registered Mail, Certified Mail, Insured Mail, COD Mail, and Express Mail services; and the acceptance and dispatch of all classes of mail.

The retail window averaged 26 transaction(s) accounting for 28 minute(s) of retail workload daily. With minimal workload, the Postal Service feels that effective and regular service will be provided by rural route service. Office receipts for the last 3 years were: \$22,450 (59 revenue units) in FY 2008; \$20,798 (54 revenue units) in FY 2009; and \$14,476 (38 revenue units) in FY 2010. There were one permit mailer(s) or postage meter customer(s).

On March 24, 2011, representatives from the Postal Service were available at Scott Learning Center, Cotton Row, Scott, MS to answer questions and provide information to customers. 83 customer(s) attended the meeting.

On March 10, 2011, 115 questionnaires were distributed to delivery customers of the Scott Post Office. Questionnaires were also available over the counter for retail customers at the Scott Post Office. 38 questionnaires were returned. Responses regarding the proposed alternate service were as follows: 0 favorable, 23 unfavorable, and 15 expressed no opinion.

One congressional inquiry was received on April 04, 2011.

A petition supporting the retention of the Scott Post Office was received on March 28, 2011, with 120 signatures. If this proposal is implemented, delivery and retail services will be provided by the Benoit Post Office, an EAS-13 level office. Window service hours at the Benoit Post Office are from 8:00 to 4:15, Monday through Friday, and 8:00 to 10:00 on Saturday. There are 131 post office boxes available.

The following concerns were expressed from questionnaires, the community meeting, from customer letters, on the petition, and from the congressional inquiry:

1. **Concern:** Customers expressed concern for loss of community identity

Response: The customer expressed a concern about the loss of the Communities' identity. A community's identity derives from the interest and vitality of its residents and their use of its name. The Postal Service is helping to preserve community identity by continuing the use of the suspended Post Office name and ZIP Code in addresses and in the National Five-Digit ZIP Code and Post Office Directory.
2. **Concern:** Customers expressed concern over the dependability of rural route service

Response: The customer expressed a concern over the dependability of rural route service. Rural letter carriers perform a vital function in the United States Postal Service serving thousands of families and businesses in rural and suburban areas while traveling millions of miles daily. Rural letter carriers are highly respected by the American public. This respect has been earned by many years of dedication to the Postal Service and to postal customers. During national and local emergencies, including prolonged periods of extreme weather conditions, rural carriers have demonstrated great responsibility in providing mail service to postal customers. Rural carriers are required to serve the route expeditiously and arrive at boxes at about the same time each day.
3. **Concern:** Customers felt the loss of a post office would have a detrimental effect on the business community

Response:

The customer expressed a concern about the detrimental effect the loss of the post office would have on the community. Businesses generally require regular and effective postal services, and these will always be provided to the suspended Post Office community. There is no indication that the business community will be adversely affected. Questionnaire responses revealed that customers will continue to use local businesses if the post office is discontinued.

4. **Concern:**

Customers were concerned about a change of address

Response:

The customer expressed a concern about a change in address. Customers will be assigned a 911 address. The new address will continue to use the community name and ZIP Code. Mail will be forwarded in accordance with postal regulations, and change of address forms are available from the Postal Service to assist customers in notifying correspondents of the change.

5. **Concern:**

Customers were concerned about having to travel to another post office for service

Response:

The customer expressed a concern about having to travel to another post office for service. Services provided at the post office will be available from the carrier, and customers will not have to travel to another post office for service. Most transactions do not require meeting the carrier at the mailbox. Stamps by Mail and Money Order Application forms are available for customer convenience.

6. **Concern:**

Customers were concerned about mail security

Response:

The customer expressed a concern about the security of mail. Customers may place a lock on their mailboxes. The mailbox must have a slot large enough to accommodate the customer's normal daily mail volume. The Postal Service does not open mailboxes which are locked and does not accept keys for this purpose.

7. **Concern:**

Customers were concerned about senior citizens

Response:

The customer expressed a concern about senior citizens. Carrier service is beneficial to many senior citizens and those who face special challenges because the carrier can provide delivery and retail services to Customers do not have to make a special trip to the post office for service. Special provisions are made for hardship cases or special customer needs. To request an exception for hardship delivery, customers may contact the administrative postmaster for more information.

8. **Concern:**

Customers expressed concern about collection of outgoing mail.

Response:

The collection box will be retained and its mail will continue to be picked up Monday through Saturday. In addition, customers may place outgoing mail in their mailboxes to be collected and dispatched by the carrier.

9. **Concern:**

Customers were concerned about having to travel to another Post Office for service.

Response:

Services provided at the Post Office will be available from the carrier, and customers will not have to travel to another Post Office for service. Most transactions do not require meeting the carrier at the mailbox. Stamps by Mail and Money Order Application forms are available for customer convenience. Stamps are also available at many stores and gas stations where customers may already shop, online at usps.com, or by calling 1-800-STAMP-24.

10. **Concern:**

Customers asked why their post office was being discontinued while others were retained

Response:

The customer asked why the suspended post office was being discontinued while others were retained. Post offices are reviewed on a case-by-case basis. When there is a vacancy in a small office, it is customary to conduct a study of the business activity and investigate the feasibility of providing service by alternate means.

11. **Concern:**

Customers inquired about what hours and services would be provided by the CPO

Response:

The customer inquired about the hours and services that will be provided by the CPO. The CPO will be contracted to provide at least the same hours as the present post office. Depending on the location, the CPO may provide expanded lobby hours. Services will be the same as provided at the post office, except for permit mail acceptance.

Some advantages of the proposal are:

1. The rural or contract delivery carrier may provide retail services, alleviating the need to go to the post office. Stamps by Mail order forms are provided for customer convenience.
2. Customers opting for carrier service will have 24-hour access to their mail.
3. Savings for the Postal Service contribute in the long run to stable postage rates and savings for customers.
4. CBUs can offer the security of individually locked mail compartments. Parcel lockers provide convenient parcel delivery for customers.
5. Customers opting for carrier service will not have to pay post office box fees.
6. Saves time and energy for customers who drive to the post office to pick up mail.

Some disadvantages of the proposal are:

1. The loss of a retail outlet and a postmaster position in the community. Retail services may be provided by the rural or contract delivery carrier.
2. Meeting the rural or contract delivery carrier at the box to transact business. However, it is not necessary to be present to conduct most Postal Service transactions.
3. A change in the mailing address. The community name will continue to be used in the new address. A carrier route address will be assigned.

Taking all available information into consideration, the Postal Service concludes this proposal will provide a maximum degree of effective and regular postal services to the community.

II. EFFECT ON COMMUNITY

Scott is an unincorporated community located in Bolivar County. The community is administered politically by Washington County. Police protection is provided by the Washington County Sheriff Department. Fire protection is provided by the Scott Volunteer Fire Department. The community is comprised of Farmers, Commuters, and Retirees. Most jobs in area were provided by the Monsanto Corporation but they are now a R&D site and very few jobs are left, and those who commute to work at nearby communities and work in local businesses.

Businesses and organizations include: Benoit Union Church, Silver Mount M.B. Church, Scott Water Dept., Scott Foundation, Scott Store, Scott Farm Supply, Lake Bolivar Gin, Monsanto. Residents may travel to nearby communities for other supplies and services.

Nonpostal services provided at the Scott Post Office will be available at the Benoit Post Office. Government forms normally provided by the Post Office will also be available at the Benoit Post Office or by contacting your local government agency.

The following nonpostal concerns were expressed from questionnaires, the community meeting, on the petition, and on the congressional inquiry:

1. **Concern:** Customer expressed a concern about nonpostal services

Response: The customer expressed a concern about nonpostal services. Nonpostal services provided at the suspended Post Office will be available at the administrative Post Office. Government forms normally provided by the post office will also be available at the administrative Post Office or by contacting your local government agency.
2. **Concern:** Customers were concerned about senior citizens

Response: The customer expressed a concern about senior citizens. Carrier service is beneficial to many senior citizens and those who face special challenges because the carrier can provide delivery and retail services to Customers do not have to make a special trip to the post office for service. Special provisions are made for hardship cases or special customer needs. To request an exception for hardship delivery, customers may contact the administrative postmaster for more information.

Based on the information obtained in the course of this discontinuance study, the Postal Service concludes this proposal will not adversely affect the community.

III. EFFECT ON EMPLOYEES

The postmaster position became vacant when the postmaster retired on April 30, 2010. The noncareer postmaster relief (PMR) may be separated from the Postal Service. No other Postal Service employee will be adversely affected. Since the postmaster vacancy an OIC has been installed to operate the office.

IV. ECONOMIC SAVINGS

The Postal Service estimates an annual savings of \$ 46,319 with a breakdown as follows:

Postmaster Salary (EAS-11, No COLA)	\$ 33,168
Fringe Benefits @ 33.5%	\$ 11,111
Annual Lease Costs	<u>+ \$ 2,040</u>
Total Annual Costs	\$ 46,319
Less Annual Cost of Replacement Service	<u>- \$ 0</u>
Total Annual Savings	<u>\$ 46,319</u>

V. OTHER FACTORS

The Postal Service has identified no other factors for consideration.

VI. SUMMARY

The Postal Service is proposing to close the Scott, MS Post Office and provide delivery and retail services by rural route service under the administrative responsibility of the Benoit Post Office, located six miles away.

The postmaster retired on April 30, 2010. If the office has a noncareer PMR(s), they may be separated from the Postal Service; however, attempts will be made to reassign the employee(s) to a nearby facility. No other employee(s) will be adversely affected. Post office workload has declined. Effective and regular service will continue to be provided by rural route service.

The Scott Post Office provided delivery and retail service to 96 PO Box or general delivery customers and no delivery route customers. The daily retail window transactions averaged 26. There are one permit mailers or postage meter customers.

There will no longer be a retail outlet in the community. However, delivery and retail services may be available from a rural or contract delivery carrier, which could alleviate the need to travel to a post office for service. The Postal Service will save an estimated \$46,319 annually. A disadvantage to some may be in meeting the rural or contract delivery carrier to transact business. However, it is not necessary to be present to conduct most Postal Service transactions with a rural or contract delivery carrier.

Taking all available information into consideration, the Postal Service has determined that the advantages outweigh the disadvantages and this proposal is warranted.

VII. NOTICES

- A. Support Materials. Copies of all materials upon which this proposal is based are available for public inspection at the Scott Post Office and Benoit Post Office during normal office hours.
- B. This is a proposal. It is not a final determination to close this post office. If a final determination is made to close this post office, after public comments on this proposal are received and taken into account, a notice of that final determination will be posted in this office.

The final determination will contain instructions on how affected customers may appeal that decision to the Postal Regulatory Commission. Any such appeal must be received by the commission within 30 days of the posting of the final determination.



DANA AMOS
Manager, Post Office Operations

04/26/2011
Date

U.S. Postal Service POST OFFICE CLOSING OR CONSOLIDATION PROPOSAL Fact Sheet				1. Date Prepared 08/04/2011																								
2. Post Office Name SCOTT		3. State and ZIP + 4 Code MS, 38772-9998																										
4. District, Customer Service MISSISSIPPI PFC	5. Area, Customer Service SOUTHWEST	6. County Bolivar	7. Congressional District 2nd																									
8. Reason for Proposal to Discontinue To streamline operations to create efficiencies and cost savings to balance the Postal Service's business needs against the needs of its customers. The Benoit Post Office is approximately six miles from this facility and could meet the postal needs of customers in this community and can provide an equal or better level of service.		9. PO Emergency Suspend (Reason and Date) No Suspension		10. Proposed Permanent Alternate Service																								
11. Staffing		12. Hours of Service																										
a. <input type="checkbox"/> PM <input checked="" type="checkbox"/> PM Vacancy Reason & Date: retired Occupied 04/30/2010 b. <input type="checkbox"/> OIC <input type="checkbox"/> Career <input checked="" type="checkbox"/> Non-Career c. Current PM POSITION Level (150) Downgraded from EAS-11 d. No of Clerks- 0 No of Career- 0 No of Non-Career- 0 e. No of Others- 0 No of Career- 0 No of Non-Career- 0		a. Time M-F 8:15 to 12:30, 1:00 to 3:45 Sat 7:30 to 9:45 Total Window Hours Per Week a. Lobby Time M-F 8:00 to 3:30 Sat 7:30 to 9:45 36.00																										
13. Number of Customers Served		14. Daily Volume (Pieces)																										
a. General Delivery 0 b. P.O. Box 96 c. City Delivery 0 d. Rural Delivery 0 e. Highway Contract Route Box 0 f. Total 96 g. No. Receiving Duplicate Service 5 h. Average No. Daily Transactions 26.40		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Types of Mail</th> <th>Received</th> <th>Dispatched</th> </tr> </thead> <tbody> <tr> <td>a. First-Class</td> <td>362</td> <td>213</td> </tr> <tr> <td>b. Newspaper</td> <td>95</td> <td>23</td> </tr> <tr> <td>c. Parcel</td> <td>5</td> <td>3</td> </tr> <tr> <td>d. Other</td> <td>0</td> <td>0</td> </tr> <tr> <td>e. Total</td> <td>462</td> <td>239</td> </tr> <tr> <td>f. No. of Postage Meters</td> <td></td> <td>1</td> </tr> <tr> <td>g. No. of Permits</td> <td></td> <td>0</td> </tr> </tbody> </table>			Types of Mail	Received	Dispatched	a. First-Class	362	213	b. Newspaper	95	23	c. Parcel	5	3	d. Other	0	0	e. Total	462	239	f. No. of Postage Meters		1	g. No. of Permits		0
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f. No. of Postage Meters		1																										
g. No. of Permits		0																										
Finances a. FY		Receipts	b. EAS Step 1 PM Basic Salary (no Cola)	c. PM Fringe Benefits (33.5% of b.)																								
2008		\$ 22,450	\$ 33,168	\$ 11,111																								
2009		\$ 20,798																										
2010		\$ 14,476																										
16a. Quarters																												
<input type="checkbox"/> Postal Owned <input checked="" type="checkbox"/> Leased (if Leased, Expiration Date) 01/01/1900 Annual Lease \$ 2040 30-day cancellation clause? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Evicted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if Yes, must vacate by) Located in: <input type="checkbox"/> Business <input type="checkbox"/> Home <input type="checkbox"/> Other Suitable alternate quarters available? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																												
16b. Explain:																												
17. Schools, Churches and Organization in Service Area: No: 2 Benoit Union Church, Silver Mount M.B. Church		19. Administrative/Emanating Office (Proposed): Name BENOIT EAS Level 13 Miles Away 6.0 Window Service Hours: M-F 8:00 to 4:15 SAT 8:00 to 10:00 Lobby Hours: M-F 24 hours SAT 24 hours PO Boxes Available: 131																										
18. Businesses in Service Area: No: 6 Scott Water Dept., Scott Foundation, Scott Store, Scott Farm Supply, Lake Bolivar Gin, Monsanto.		20. Nearest Post Office (if different from above): Name BENOIT EAS Level 13 Miles Away 6.0 Window Service Hours: M-F 8:00 to 4:15 SAT 8:00 to 10:00 Lobby Hours: M-F 24 hours SAT 24 hours PO Boxes Available: 131																										
21. Prepared by																												
Printed Name and Title FREDDIE J KEALHOFER		Signature FREDDIE J KEALHOFER		Telephone No. AC () (601) 351-7311																								
PO Discontinuance Coordinator Name LINDA CASSIDY		Telephone No. AC () (601) 351-7311		Location JACKSON, MS																								

LOG OF POST OFFICE DISCONTINUANCE ACTIONS

Office Name, State, ZIP Code: SCOTT, MS, 38772-9998
EAS Level: 11
District: MISSISSIPPI PFC
County: Bolivar
Congressional District: 2nd
Proposal: ☒ Close ☐ Consolidate
Reason For Proposed: retired
Alternate Service Proposed: Rural Route Service
Customers Affected:
Post Office Box: 96
General Delivery: 0
Rural Route: 0
Highway Contract Route (HCR): 0
City Route: 0
Intermediate Rural: 0
Intermediate HCR: 0
Total number of customers: 96

Date	Action
	Office suspended. Reason suspended:
	Suspension notice sent to Headquarters.
04/30/2010	Postmaster vacancy occurred. Reason: retired OIC: Career: 0 Noncareer: 0 Other Employees: 0
01/20/2011	District manager authorization to study.
03/10/2011	Questionnaires sent to customers. Number sent: 115 Number Returned: 38 Analysis: Favorable 0 Unfavorable 23 No Opinion 15
03/28/2011	Petition received. Number of signatures: 120 Concerns expressed:
04/04/2011	Congressional inquiry received: Yes Concerns expressed:
04/25/2011	Proposal and checklist sent to district for review.
04/12/2011	Government Relations and Retail Operations notified by district 10 days before the 60-day posting (PS Form 4920 attached).
04/25/2011	Proposal and invitation for comments posted and round-dated.
07/07/2011	Proposal and invitation for comments removed and round-dated. Comment Analysis: Favorable 0 Unfavorable 2 No Opinion 0 2
07/07/2011	Premature PRC appeal received. Concerns expressed:
08/04/2011	Updated PS Form 4920 completed (if necessary).
08/04/2011	Certification of the official record.
	District transmittal of official record to vice president, Delivery and Retail, and copy of transmittal letter to vice president, Area Operations.
	Headquarters logged in official record (option entry).
	Record returned to district for additional consideration.
	Record returned as not warranted.
	Final determination posted at affected office(s) and round-dated.
	Final determination removed and round-dated.
	Postal Bulletin Post Office Change Announcement form sent to Headquarters.
	No appeals letter received from Headquarters.
	Appeal to PRC received.
	PRC opinion received on appeal: Affirmed: Remanded: USPS Withdrawn:
	Address management systems notified to updated AMS report.
	Discontinuance announced in Postal Bulletin No.: Effective date:

Review Coordinator/person most familiar with the case:

LINDA CASSIDY
Name/Title
LINDA CASSIDY
District Post Office Review Coordinator

(601) 351-7311
Telephone Number
(601) 351-7311
Telephone Number